# **University Students' Council Agenda** September 6, 2018

# **Roy Romanow Student Council Chamber**

- 1. Adoption of an Agenda
- 2. **Introductions**
- 3. **Council Addresses**
- 4. **Minutes and Reports for Information** 
  - USC Minutes April 5, 2018 4.1
  - 4.2 Executive Committee – May 7, 14, 22, 28; June 1, 11; July 3, 9, 12, 17, 25, 30; August 7, 20, 27
  - **Academic Affairs Committee Minutes and Report** 4.3
  - 4.4 **Appointments Committee Minutes and Report**
  - Code of Ethics Disciplinary Tribunal Minutes and Report April 19, 2018 4.5
  - **Elections Committee Minutes and Report** 4.6
  - 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**
  - **Sustainability Committee Minutes and Report** 4.12
  - 4.13 **Association of Constituency President Minutes and Report**
- 5. **Motions Arising from the Minutes and Reports**
- **New Business** 6.
  - 6.1 **Counters in the Arts Tunnel**
  - **6.2 Election of Councillors to Appointments Committee**
  - 6.3 **Student Infrastructure Policy**
  - **Lower Place Riel** 6.4
- 7. **Business**
- 8. **Questions, Comments, and Announcements**
- 9. Adjournment

# University Students' Council Minutes for Thursday, April 5, 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

#### Also present

Scott Hitchings, Chairperson Caroline Cottrell, General Manager

#### **Regrets**

#### **Absent**

# **Guest List**

Sheldon Moellenbeck Tanner Bayne Regan Ratt-Misponas Megan Dierker Dawson George David Wusu

Emma Thomson, WCVM

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

Chairperson Hitchings stated that there would be some changes to the agenda, including the addition of a report from the Code of Ethics Disciplinary Tribunal under 3.5. The second change would be to place a time limit on the meeting to end at 7:30 pm.

Councillor Murphy asked why the meeting would be stopped at 7:30 pm?

Chairperson Hitchings stated that it would be because of the report under 3.5.

Councillor Heintz asked why there is a time limit, as most meetings go longer than 2 hours?

Chairperson Hitchings stated that the MOU about Campus Legal Services will not take a significant amount of time, so the majority of the meeting will be spent talking about the report. He stated that after an hour and a half of discussion on the report everything should have been said.

No one was opposed to the addition of the report, so it was added to the agenda.

Move to add a time limit on the meeting to end at 7:30 pm.

**USCMotion104**: (no one moved the motion)

**Failed** 

Move to adopt the amended agenda.

**USCMotion105**: President D'Eon/Councillor Roberts

Carried

#### 2. Introductions

President D'Eon introduced Tanner Bayne from the Sheaf. He also introduced Megan Dierker, Dawson George and David Wusu.

Councillor Samson introduced Sheldon Moellenbeck.

# 3. Minutes and Reports

- 3.1 **USC Minutes March 29, 2018**
- 3.5 Code of Ethics Disciplinary Tribunal Minutes and Report
- 3.6 Elections Committee Minutes and Report March 22, 2018

# 4. Motions Arising from Minutes and Reports

Move to move 5.1 MOU with Campus Legal Services before the Motions arising from Minutes and Reports motion.

USCMotion106: Councillor Murphy/President D'Eon Carried

Move to accept the minutes into the official record.

USCMotion107: Councillor Dumont/Councillor Phillips

Carried

Move to accept the Code of Ethics Disciplinary Tribunal (CEDT) report into the official record.

**USCMotion108**: Councillor Phillips/Councillor Dumont

Chairperson Hitchings explained that in this portion of the meeting he is speaking as the chair of the CEDT. He explained that his role now is to explain the process and the decision of the CEDT, and that he did not have a role in deciding the actions prescribed. He stated that there was an email sent out to USC that morning explaining that the CEDT had come to a decision. The CEDT received a number of different complaints against each member of the Executive in regard to their conduct during the election about the sexual assault allegations for the presidential candidate. He explained that everyone on USC is accountable and regulated by the ethics portion of the Bylaw and anyone who breaks the ethics portion of the bylaw could face a complaint that goes to the CEDT. The CEDT notifies people who have had a complaint filed against them, then they have a meeting where they hear the complaint and hear the defense and then make a decision to either dismiss the complaint or sustain the complaint. If they sustain the complaint, then they have the power to impose sanctions. He stated that there were a great number of complaints that were essentially saying the same thing: that the Executive members violated the Bylaw. The decision of the CEDT was that the complaints against all four of the Executive were sustained and the sanction that the CEDT are imposing is that all four Executive members as individuals must issue a written letter of apology, apologizing for breaching the Bylaw and the Executive Protocol policy. The second decision is that the CEDT will issue a statement outlining that there had been very serious consideration in the process for the Executive members to be removed from office, but that there is not enough time left in the term to make that process worth it. CEDT wanted to make the decision public. He stated that the portions of the Bylaw which were alleged to be breached were Section 83.1, 88.1, 88.2. Those allegations were sustained. He also stated that as VP Quan and VP Kapacila were involved in the elections, Section 88.4 was breached. CEDT felt that the decision to publicly allege sexual assault allegations against someone who is a current candidate, without affording the person the due process granted to them under the law, is against the integrity and dignity of their office. He stated that the duty of the union is to ensure that the electoral process is carried through with integrity, and that the USSU operates with integrity and it was sustained that the personal interests of the Executive to put forward these allegations was against the Union. He also outlined that under the Executive Protocol Policy, that the Executive are meant to provide information to members about elections and by-elections, in an unbiased manner. He stated that this report simply is to tell Council the decision of the CEDT, and that Council does not vote to approve it. He stated that the only way for the sanctions to not be

imposed is if there is an appeal against the decision of the CEDT, which is allowed under Section 93 of the Bylaw. He opened the floor to questions and comments.

Councillor Koh-Steadman asked if the report would be distributed to Council?

Chairperson Hitchings stated that they would distribute the report to Council.

Councillor Murphy asked if there are cut-off dates involved with appealing the decision?

Chairperson Hitchings stated that under Section 93 of the Bylaw, an appeal can be filed if the complainant or defendant wants to appeal it. Section 93.11 states that the appeal needs to be made within 10 days of the decision. He stated that the deadline to put forward an appeal would be April 15.

Councillor Samson stated that she appreciated all of the work that the CEDT has put into this. She stated that the biggest issue that is striking her is that the purpose of the Executive is to maintain integrity; however, the purpose of the USSU is to represent the academic and non-academic needs of undergraduate students, and that part of this is representing student needs. She stated that perhaps this was part of this case. She stated that she believes that the Executive acted under the purpose of the USSU as stated in the Bylaw.

Councillor Phillips stated that the CEDT did talk about what Councillor Samson brought up, and that they struggled with it. She stated that they also interpreted it as the Union having to represent all students and whether you agree or disagree, they had to recognize that there were complaints coming from different students.

President D'Eon stated that when he brought forward the accusations, he stated that he would accept the consequences of doing so. He stated that he does believe in accountability, and that the Executive had to make a decision. He stated that he wanted to bring forward some issues that he finds concerning about the past two weeks. First, he mentioned that the Executive found out that the report would be coming to Council at 2 pm that afternoon by a phone call. He stated that they have grievances that they have not received a written copy of the report, and that the verbal report that they got differs from the decision that is brought forward to Council. He acknowledged that it is not CEDT's duty to provide the Executive with a report, but he disagrees with it. He said that they have not decided whether they are going to appeal the decision, and that he believes that the CEDT misread the Bylaw. He stated that he is disappointed that this is the way that the process is coming forward.

Councillor Murphy stated that he was confused by the process and wanted to question why there was an imposed cap on this meeting? He stated that under Section 57 of the Bylaw, it states that there needs to be a majority of yes votes, and that it does not include abstentions under the no votes. He stated that there might be reason to file a complaint against the validity of acclamation. He asked members of the Elections committee and members of the USSU Administration, if there were social media interactions that were

deleted. He stated that he was referring to a comment asking to take down the Tub of Margarine page. He noted that that comment was deleted. He wanted to know whether those comments were ran by and approved by the Executive? He asked if they were not, why not? He stated that he believes it is the duty of the management to run by any decisions by the Executive. He also stated that the centres were closed the day of the protest, and he asked how did that take place, and if that was done with the Executive's support, and who was talked to about this?

Chairperson Hitchings stated that time limits are a common thing to be used in other meetings, when it is possible for a topic to cycle back on itself, or go too far out of control. In terms of his question about votes, he stated that the CEDT, under Section 81, did not receive a complaint about the validity of the election results, and that it is out of the scope of the CEDT to deal with this.

Councillor Trudel stated that she is confused on how a non-majority of yes votes can be a majority?

Chairperson Hitchings stated that this is why there was a time limit imposed, because Council is going out of scope of what the CEDT report was. He stated that Section 60 of the Bylaw deals with this.

GM Cottrell stated that these answers should come under the Questions and Comments section.

Councillor Murphy stated that for an appeal to be valid and brought back to the CEDT, that it needs to go through Council first. He noted that this is the last Council meeting of the year, and that they wanted it to be cut short. He asked if this is true?

Chairperson Hitchings stated that this is the last scheduled Council meeting of the year, but that meetings can be called all year round.

Councillor Simons asked if the report was simply informational, or if there are actions that Council can take?

Chairperson Hitchings responded that the report was for information and that Council is not required to approve them.

Councillor Koh-Steadman asked if the CEDT's decision to not pursue impeachment was because the actions of the Executive were not severe enough, or due to insufficient time?

Chairperson Hitchings stated that it was because there was not enough time.

Councillor Koh-Steadman asked if there was a length of time that is needed?

Chairperson Hitchings responded that the process outlined in the Non-Profit Incorporation Act stipulates that Directors of the Corporation can only be removed by a

majority of voters at a Special General Meeting, which can only be held when Council decides to hold one, or a petition with 5% of signatures from the student body is presented. SGMs need to be announced 15 days before they take place. He stated that this, in addition to the appeal process, would not be enough time.

Councillor Samson stated that it would be difficult to attain quorum as it is during finals season.

President D'Eon stated again that they are disappointed with the short notice that they received. He noted that there is a contradiction between the Executive Protocol Policy and the Bylaw about what the CEDT course of action should be. He also noted that the Executive Protocol Policy did not come up at the CEDT hearing.

Councillor Murphy asked if it would be possible for Council to give prior consent to an appeal?

Chairperson Hitching stated that it would most likely not be allowed as it is not explicitly mentioned in the Bylaw.

Councillor Heintz asked if the Executive members do not issue an apology, what happens given that there is only a month left in their term?

Chairperson Hitchings stated that essentially nothing would happen. He stated that this is part of the reason why the CEDT wanted to make their decisions public.

VP Kapacila stated that the Executive did not present any information at the last Council meeting because their CEDT hearing had just happened. She stated that the Executive would be willing to present their defense, but that she prefers that that is done in-camera.

Councillor Simons stated that if there are no actions for Council to take, he did not see the value of Council hearing the defense.

Chairperson Hitchings stated that this was another reason why the time limit was proposed for this meeting, as the presentation of the report is not meant to be a relitigation of the case.

President D'Eon stated that if Council is dissatisfied with the findings of the CEDT, they can appeal the decisions.

Councillor Samson thanked CEDT for their work and acknowledged that this would be a very difficult task to undertake.

Councillor Murphy stated that he would be willing to hear VP Kapacila and President D'Eon's case. He stated that he has been very happy with all of the work of the Executive members. He stated that the Executive has always acted with integrity in his eyes. He stated that the Executive has his full support.

Councillor Simons asked if Councillors could be brought up for impeachment at a Council meeting but not Executive members? He stated that he thought that there was an Executive member who was impeached at a Council meeting two years ago.

Chairperson Hitchings acknowledged Councillor Murphy's statement that he believed that the CEDT findings stated that the Executive's actions lack integrity. He stated that the CEDT findings are not saying this at all, and it is not questioning the fact that the Executive have done a great job in every aspect of their year. He stated that the CEDT is looking at one specific instance and looking at whether that instance is breaking the Bylaw.

Councillor Murphy stated that Boards he has sat on in the past have allowed the defendants to speak about their integrity.

GM Cottrell stated that the meeting that Councillor Simons was referring to was incamera, and that there were no minutes written.

Councillor Simons asked if this means that Council has the authority to impeach Executive members?

Chairperson Hitchings stated that if this is true in that instance Council acted out of its authority.

President D'Eon stated that Councillors can be impeached at Council meetings and not Executive members, as Executive members are directors of the corporation. He stated that the day after that Council meeting, there was a media release that the Executive member stepped down.

GM Cottrell stated that the individual chose to step down, as opposed to having a SGM called for their impeachment.

Move to call to question.

**USCMotion109**: Councillor Trudel/Councillor Simons

VP Kapacila asked if Council moves on, if the portion of time to process an appeal would be eliminated?

Chairperson Hitchings stated that the Executive has ten days to submit an appeal.

Councillor Murphy asked what would happen if Council did not accept the report into the record.

Chairperson Hitchings stated that the CEDT decision would still stand.

Councillor Simons asked what does accepting the report into the official record mean?

Chairperson Hitchings stated that voting yes simply means that you accept the report into the record, and not that you agree with the sanctions proposed in the report.

Carried

Carried

#### 5. Council Address

# 7. Any Other Business

# 8. Questions, Comments, and Announcements

President D'Eon stated that he believes that due process was not followed for the CEDT. He said he disagreed with some of the findings of the report.

Move to file the appeal.

USCMotion110: President D'Eon/VP Quan

Councillor Dumont asked if he cannot vote as he is on the CEDT?

Chairperson Hitchings responded yes.

Councillor Samson proposed that the vote would be a blind vote.

This was accepted by Council.

Councillor Murphy asked what plurality is required to pass the vote?

Chairperson Hitchings stated that he interprets the Bylaw, Section 93 to mean that it requires 51% yes votes to pass.

Councillor Samson proposed having scrutineers to verify that the count is valid.

VP Kapacila moved to have Member Bayne to be a scrutineer.

Move to have Member Moellenbeck act as a scrutineer.

**USCMotion111**: Councillor Abbasi/Councillor Roberts

Carried

Chairperson Hitchings explained that Section 93 of the Bylaw states that defendants can file for an appeal to Council in regard to a CEDT decision, if they believe that the sanction proposed is inappropriate. He stated that they would take a recess, but first he outlined the Bylaws that are involved in this case.

Move to have Tanner Bayne act as the second scrutineer and that Council, the Executive, and members of the CEDT do not interact during the vote.

# **USCMotion112**: VP Kapacila/Councillor Trudel

Member Bayne stated that he does not want to act as scrutineer.

President D'Eon stated that Chairperson Hitchings could act as a scrutineer.

No one was opposed to Chairperson Hitchings acting as the second scrutineer.

Council went into recess.

President D'Eon apologized to Council for the meeting taking so long. He emphasized that they are not criticizing the members of the CEDT. He stated that this is not the appeal that he wanted to make, and that there would be a different appeal proposed if there was more time. He is stated that the appeal is based on structural grounds. He stated that the Bylaws that are being presented at the current meeting, were not presented at the CEDT hearing. He stated that according to the Bylaw, the defendants are supposed to receive a written report but that the Executive have not received one. He stated that these are not minor deficiencies in the process.

Councillor Murphy stated that voting yes to this appeal does not mean you disagree with the findings of the CEDT, but it means that you are ensuring that due process is followed.

Councillor Gill stated that it is important to be objective in this process, and he stated that as the USSU, we represent all of the students. He stated that this includes all students, even students with allegations of sexual assault. He stated that the apology is supposed to be directed at all students, as the Union did not represent them fairly.

Councillor Trinh asked about the nature of the apology?

Chairperson Hitchings responded that the apology would be in regard to the Executive members breaching the Bylaw only.

Councillor Murphy stated that it is important to not associate a vote for an appeal with an indictment of the president-elect.

VP Quan stated that the basis of the appeal is based on procedural matters, as she feels like they were not adequately informed about the CEDT's decision.

Member Ratt-Misponas asked what the process will be after the vote?

Chairperson Hitchings explained the process again.

VP Kapacila stated that Council should not consider whether or not the Executive members slandered the president-elect, and that only a judge in a civil court can decide this.

Council voted via paper ballots.

Chairperson Hitchings stated that the result of the vote is that the appeal is allowed. This means that the case will be sent back to CEDT.

Carried

GM Cottrell stated that she has been asked the question about the Centres repeatedly. She stated that she made the decision based on legal advice from the USSU's lawyers, and that she would make the same decision again.

Councillor Murphy stated that there was a satire page called Tub of Margarine. He said that there was a USSU comment asking to take down the page, which was later removed. He wanted to know why the comment was deleted?

VP Kapacila stated that this is within the purvey of the Elections Committee, as part of the Elections Policy stipulates that third parties cannot interfere with USSU Elections. They were asked via a complaint to post the comment. She stated that it was removed because the election was over, so it no longer is in opposition to our Bylaw.

President D'Eon acknowledged that this is the last Council meeting of the year. He stated that this was a brilliant and passionate group of people this year. He acknowledged Chairperson Hitchings for all of his work, the USSU Staff for their support, and his three VPs.

VP Kapacila stated that the Councillors will be getting their honorariums next week.

Member Ratt-Misponas thanked Council and the Executive members for all of their work. He asked if all four elected Executive members would take office?

GM Cottrell stated that the incoming Executive will begin their transition next week.

Councillor Murphy asked if they will be reviewing the Bylaw about acclamation?

GM Cottrell stated that she is in contact with the lawyers about this.

Councillor Samson thanked Council for a great year.

VP Quan stated that the Councillor's Co-Curricular Records should be updated to reflect the Councillor's work on USC.

#### 9. Adjournment

# Executive Meeting Minutes for May 7, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:10 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

# **President Nikbakht:**

Meetings/Events:

Introduction to USSU staff

Lunch w/USSU senior managers

Computer training

Communications training

Facilities tour

Initiatives:

Office routines

Policy review

Event Plans in Progress:

N/A

# **VP Kobes:**

Meetings/Events:

N/A

Initiatives:

Policy review (specifically Campus Group Policy)

Insurance documents review

Event Plans in Progress:

N/A

# **VP Moellenbeck:**

Meetings/Events:

Attended orientation meetings

Facilities tour

Budget

Policy

Communications

Centres

Businesses

#### Initiatives:

Reviewing other university's academic policies

Reviewed Learning Charter

Wrote University Council Report

Created templates for roundtables

Event Plans in Progress:

N/A

#### VP Wu:

Meetings/Events:

FMP3

Initiatives:

N/A

Event Plans in Progress:

N/A

#### 4. Business

#### 4.1 Learning Charter

VP Moellenbeck brought the Learning Charter to the Executive and asked for feedback. GM Cottrell suggested a revision to remove some of the repetition. VP Moellenbeck informed the group that the Charter is supposed to allow each college to apply the broad-brush strokes to the specifics of their own needs.

#### 4.2 Social Media Strategy

A discussion was had regarding whether all Executive members wanted access to the USSU Instagram, Twitter, and Facebook accounts. The topic of wanting a Snapchat account was also discussed. A further conversation with Jason Ventnor will occur. President Nikbakht will take the lead on the Twitter account. VP Moellenbeck and VP Wu will take the lead on the Instagram account. VP Kobes will defer to the other members of the Executive.

#### 4.3 Tuition Plan

GM Cottrell informed the Executive that it is time to start looking at the tuition strategy for the 2019-2020 academic year.

#### 4.4 CFCR

VP Kobes and VP Moellenbeck will take the lead on CFCR.

# 4.5 University Student Council

A discussion was had regarding outreach to Student Council. President Nikbakht has reached out to the new Members of Student Council. The VPs would like to have everyone on board for meetings like this.

# 4.6 Serve It Right

VP Kobes wanted to know if it would be worthwhile to take the Serve It Right course. Jason Kovitch came into the meeting and suggested that it would be a good thing to think about, particularly to strengthen relationships with campus groups.

# 5. Adjournment

The meeting was adjourned at 9:55 am.

# Executive Meeting Minutes for May 14, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

# 1. Call to order

The meeting was called to order at 8:57 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

Dinner meeting w/health insurance provider

USSU lawyers, NCPA and Articles

Initiatives:

**USSU** Programs orientation

Portfolio review

Budget

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

Sandra Calvert (re: Planning and Priorities Orientation)

Consumer Services (re: Liquor Discussion)

Vision 2057

StudentCare

Orientation on Non-for-Profit Law

Planning and Priorities

#### Initatives:

Worked with University of Alberta Students' Union on Executive Training

Campus Group research

CFCR training w/VP Moellenbeck

Recorded a CFCR episode

March Accountabilities presentation

Event Plans in Progress:

N/A

# **VP Moellenbeck:**

Meetings/Events:

Attended orientation meetings

Centre orientations

StudentCare

WUSC and USSU programs

Marketing

Budget walk-through

**USSU** Lawyers

University senior administration

Student grievances

Initiatives:

Set up Face to Face proposal for upcoming year

Event Plans in Progress:

Various

#### VP Wu:

Meetings/Events:

Attended orientation meetings

Centres

StudentCare

**UPass** 

**WUSC** 

**USSU** Lawyers

Budget

**Executives** 

Centres Meeting

President's Sustainability Council lunch

Initiatives:

Grace (FMD) is double checking all the bathrooms and planning to start FMP3 this week.

Event Plans in Progress:

**U-Start** 

Brainstorming event ideas

#### 4. Business

# 4.1 Reporting to Council on University Level Committees

GM Cottrell suggested the Executive find a way to report back to USC on University Level Committees

# 4.2 Memorial Bench

Move to sponsor a memorial bench dedicated to Bill Waiser at a cost of \$200.

**EXECMotion001:** Kobes/Moellenbeck

Carried

# 4.3 Campus Group Policy

VP Kobes has been working on the Campus Group Policy. He has done some research on what universities around Canada have for policy. He circulated an initial version and would like

some feedback. He is thinking about different divisions based on constituency groups, societies (e.g. U of S Psychology), and groups whose purpose is more event focused. He is also checking on how insurance works and how it can be best done to ensure groups are fully protected.

# 4.4 University Relations

VP Kobes met with Vision 2057. He has set up a meeting with Gord Hunchak, AVP Strategic Communications, who wants to meet with the USSU Executive to discuss university branding.

# 5. Adjournment

The meeting was adjourned at 9:40 am.

# Executive Meeting Minutes for May 22, 2018

Present: President Nikbakht, VP Kobes, VP Wu, GM Cottrell

**Absent**: VP Moellenbeck

#### 1. Call to order

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

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

Student Councillor

Phone meeting with Board of Governors

Hosted university administration for lunch

#### Initiatives:

Policy Review

Public relations strategy and social media platform

Event Plans in Progress:

Project proposals – rough drafts

# **VP Kobes:**

Meetings/Events:

Lunch w/Senior Administration

Branding

Saskatchewan Student Coalition

University Council

Database training w/Desiree and Scott

# Initiatives:

Association of Parliamentarian Certificate

Campus Group Policy

Campus Group Website Update

CFCR Recording (re: students going to Congress)

Event Plans in Progress:

N/A

#### **VP Moellenbeck:**

On Vacation in China (May 14-29)

# VP Wu:

Meetings/Events:

Lunch meet & greet w/university senior administration

**University Council** 

Saskatchewan Students' Coalition

**University Branding** 

Executives

#### Initiatives:

Finished Speed-Friending proposal

Looked into updating the #Didyouknow list

Read PSC Annual Report

Read Childcare Director report and minutes

**Event Plans in Progress** 

Brainstorming event ideas for upcoming year

# 4. Business

No new business.

# 5. Adjournment

The meeting was adjourned.

# Executive Meeting Minutes for May 28, 2018

**Present**: President Nikbakht, VP Kobes, GM Cottrell

Absent: VP Moellenbeck, VP Wu

#### 1. Call to order

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

#### 2. Quorum

Quorum was not present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

Meeting with Board of Governors

Meeting with students

Telephone meeting with Fahd, Executive and staff training opportunity

#### Initiatives:

Internationalizing our USSU website (re: language)

Creation of business plan for the year

Saskatchewan Student Coalition meeting and planning

Parliamentarian online course training

# Event Plans in Progress:

Video address to students

University events tenure, full proof, rink

Welcome week – President's message

# **VP Kobes:**

Meetings/Events:

Peer Health

First Nations Bank and TD (re: mortgage)

Saskatchewan Nursing Students Society Insurance

Spectrum w/Gillian Leach

Administration

#### Initiatives:

CFCR Recording w/Toria Summerfield

Ratification Drive

Event Plans in Progress:

U Start Presentation

#### **VP Moellenbeck:**

On Vacation in China (May 14-29)

#### VP Wu:

Absent

#### 4. Business

# 4.1 Miles for Smiles

Move to sponsor SMSS \$1000.00 for Miles for Smiles.

EXECMotion002: Kobes/Nikbakht Carried

# 4.2 Saskatchewan Student Coalition

In the future, from now forward, the SSC is going to create an organizational structure with one member per organization possessing voting rights and all other members sitting ex officio. On June 8<sup>th</sup>, 2018, all members of the SSC must pick their delegate who will have voting rights, and these chosen delegates will then choose their own chairperson. A meeting is schedule to be held by the end of June.

# 5. Adjournment

The meeting was adjourned.

# **Executive Meeting Minutes for June 1, 2018**

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, Jason Ventnor

# 1. Call to order

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

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

N/A

#### **VP Kobes:**

Meetings/Events:

University of Saskatchewan Powwow

Jordan Sherbino

Initiatives:

CFCR Culture Club w/Cole Chretien

April Accountabilities/Financial Review

**Ratification Drive** 

Event Plans in Progress:

N/A

# **VP Moellenbeck:**

Meetings/Events:

N/A

Initiatives:

Catching up on emails and getting updated from absence in China

Event Plans in Progress:

N/A

#### VP Wu:

Meetings/Events:

Peter Hedley & SAS Leadership

Executive

Saskatchewan Student Coalition

University of Saskatchewan Powwow

YWCA Women of Distinction Awards

Initiatives:

Speed Friending proposal was approved by Executive (\$350)

Event Plans in Progress:

N/A

#### 4. Business

# 4.1 Speed Friending Project Proposal

VP Wu presented a project proposal to host an event called Speed Friending that previous Executive member Alex Werenka created on campus. The project proposal is for \$350. The event will be hosted at Louis' Loft during Welcome Week and acts as another event accessible for first year students to participate in and meet new people, addressing a common complaint of first-time students on campus.

EXECMotion003: Wu/Kobes Carried

#### 4.2 RPIRG

VP Kobes brought forward a request from the Regina Public Interest Research Group for \$1000. VP Kobes was unsure why they would apply to the USSU for funding as it is a University of Regina organization and it would not benefit the members of the USSU. The Executive agreed that it did not meet the criteria for funding from the USSU.

#### 4.3 Residence Issue

The Executive received anonymous complaints regarding residence and the way that a situation was communicated and handled regarding students having to switch residences while repairs were being made to their current accommodations. They felt they should be compensated for the inconvenience. VP Wu will contact Consumer Services and follow up with the complainant to get more information.

#### 4.4 Student Wellness and Services Fee Increase

VP Kobes informed the Executive that the fee for Student Wellness and Services was increased from \$15 to \$45 per term by the university without proper consultation. He will be bringing this up at the next Fee Review Committee meeting and ask that the University present to University Students' Council when they plan to increase a fee by 200% and explain how the increase will benefit students.

#### 5. Adjournment

The meeting was adjourned at 11:15 am.

# Executive Meeting Minutes for June 11, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

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

#### 2. Quorum

Quorum was present.

# 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

**Convocation Ceremonies** 

Verbal Judo training

Initiatives:

Niagara Falls conference preparation

Planning meeting with Federal Cabinet in ON

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

Education Students' Society

Aboriginal Students' Centre w/Candace Wasacase-Lafferty

Access and Equity Services w/Maxine

ISSAC w/Jordan Hartshorn

Planning & Priorities

Pro Bono Law

Cheerleading Team

Verbal Judo training

STM President's Gala

#### Initiatives:

Ratification Drive

Survival Guide update

Campus Club update

Event Plans in Progress:

CFCR training w/VP Moellenbeck and VP Wu

# **VP Moellenbeck:**

Meetings/Events:

Attended various information sessions

Aboriginal Students' Centre w/Candace Wasacase-Lafferty

Access and Equity Services w/Maxine ISSAC w/Jordan Hartshorn Verbal Judo training

#### Initiatives:

Photoshoot for new USSU on the Air Promo

Recorded a show with VP Wu about internationalization

Event Plans in Progress:

N/A

#### VP Wu:

Meetings/Events:

Aboriginal Students' Centre w/Candace Wasacase-Lafferty

ISSAC w/Jordan Hartshorn

Executive

PSC (last meeting)

Childcare

Office of Sustainability w/Matt

Verbal Judo training

Initiatives:

Started planning with Matt from Office of Sustainability for events and projects Event Plans in Progress:

CFCR show with VP Moellenbeck

#### 4. Business

#### 4.1 Wellness Budget

VP Kobes raised the issue of what should be covered by the Wellness Budget. The consensus was to take a broad interpretation of what covers wellness by that the term "wellness" itself is key.

#### 4.2 Executive Plans

VP Moellenbeck reminded everyone that Executive plans will be required at USSU Retreat on Thursday.

#### 5. Adjournment

The meeting was adjourned at 9:25 am.

# **Executive Meeting Minutes for July 3, 2018 and July 4, 2018**

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:21 am and 8:35 am, respectively.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

Board of Governors (3 days)

Various students

Various student group representatives

Initiatives:

N/A

Event Plans in Progress:

N/A

#### **VP Kobes:**

Week of June 11-15

Meetings/Events:

Financial Review

USSU Retreat

Planning and Priorities

Beth Bilson

Amanda Guthrie

**International Students** 

Initiatives:

N/A

Event Plans in Progres:

Pride Flag Raising

Week of June 18-22

Meetings/Events:

Leaders Hall Conference - Niagara Falls

Initiatives:

N/A

Event Plans in Progress:

N/ A

Week of June 25-June 29

Meetings/Events:

Faith Leaders Council

Initiatives:

Phil Tank – StarPhoenix correspondence

Recorded CFCR show

Event Plans in Progress:

N/A

#### **VP Moellenbeck:**

Week of June 11-15

Meetings/Events:

Beth Bilson

Students (re: grievances)

Graham Walker (re: Co-Curricular Records)

Initiatives:

Attended OutSaskatoon presentation (re: creating safe spaces on campus)

Attended and spoke at Saskatoon's pride flag raising ceremony

Recorded two radio shows w/Jory McKay and Sarah Cassidy (Pride Centre and Women's Centre coordinators)

Attended USSU Retreat

Event Plans in Progress:

N/A

Week of June 18-22

Meetings/Events:

Leaders Hall Conference - Niagara Falls

Initiatives:

N/A

Event Plans in Progress:

N/A

Week of June 25-29

Meetings/Events:

Covered reception in mornings

Heather Ross (re: Open Educational Resources) Megan Ross (re: Online Homework Systems)

Admin Staff

Initiatives:

Worked on planning videos for future awareness campaigns

Worked w/Graham Walker on Co-Curricular Records

Dealt with ongoing grievances

Event Plans in Progress:

N/A

#### VP Wu:

Week of June 11-16

Meetings/Events:

Executive

OUTSaskatoon presentation w/Amanda

Lunch meeting w/Patti McDougall

Executive team w/Beth Bilson

Julian (re: Sustainability Fund)

Pride flag raising (City & Campus)

**USSU** Retreat

Two Spirit Powwow

Initiatives:

Gathered facts for #Didyouknow slides

Event Plans in Progress:

N/A

Week of June 18-22

Meetings/Events:

Leaders Hall Conference - Niagara Falls

Kristen Major (re: Alumni initiatives)

Initiatives:

Gathered facts for #Didyouknow slides

Brainstormed events for Sex Week and possible campaigns

Event Plans in Progress:

N/A

Week of June 25-29

Meetings/Events:

**SLCOP** 

Nancy (re: increasing volunteer opportunities with SECC)

Admin Team meeting

Initiatives:

Gathered facts for #Didyouknow slides

Event Plans in Progress:

U of S Appreciation Picnic

#### 4. Business

#### 4.1 Eric Olauson

President Nikbakht set up a meeting with MLA Eric Olauson, Saskatoon-University, who wanted to get together with the new Executive in a relatively casual meet and greet from 11-12:30 on July 3<sup>rd</sup>. Some concern was expressed about the rest of the Executive not being fully informed about the meeting and the feeling of not being well organized for such a meeting. VP Kobes is unable to attend because of his class he is taking. The other Executives will go ahead and chat with the MLA about various things, specifically the expectation that the provincial government stands by its commitment for sustainable funding to the university. The government needs to keep these commitments in order for the university to continue functioning properly.

#### 4.2 U-Pass

President Nikbakht expressed concern that there was a date change for the beginning of Q3 and that as a result, students had a two-day gap when those who were not taking Q2 classes but are taking Q3 classes did not have U-Pass coverage. VP Kobes noted that he is going to talk to Russ Isinger about seeing if Q3 coverage can always begin after July 1. VP Kobes will also formalize the systems we are using to deal with 100km+ opt outs by preparing some policy drafts

# 4.3 Global Leadership Conference

President Nikbakht had circulated information about a Global Leadership Conference for which Executive members had been given full sponsorship. GM Cottrell pointed out that Global Leadership is run by a large American church organization under the name of Willowcreek Association with the following mission statement: Willow Creek Association (WCA) is committed to the singular idea that inspired, encouraged and equipped Christian leaders transform their communities. The leaders we serve are not just full-time ministry staff, but leaders in all sectors of society committed to pursuing their grander visions – whatever they might be. For more than 25 years, it has been our privilege to serve Christians through events like The Global Leadership Summit. GM Cottrell also pointed out that WCA's chief Pastor was asked to step down on April 10, 2018, because of sexual impropriety and suggested that the USSU might not want to be associated with this group for a wide variety of reasons. VP Kobes noted that he has been working with the Campus Faith Leaders and feels that we should not be involved with a group whose primary aim is to proselytize a single faith. VP Kobes also noted that he believes individuals have the right to belong to organizations but that care must be exercised when representing the USSU. VPs Kobes, Moellenbeck, and Wu indicated that they will not be attending the Global Leadership Conference. President Nikbakht said he would investigate further and if he chooses to attend, will attend as an individual rather than as President of the USSU.

#### 4.4 Welcome Week Give Away

Move to give away pop sockets during Welcome Week.

EXECMotion004: Moellenbeck/Wu

#### 4.5 Council Orientation

The Executives decided to hold University Student Council orientation on September 6<sup>th</sup>. GM Cottrell is working on finding a chairperson and on developing the program for orientation. She will email Councillors to reserve the date.

# 4.6 Justin Boyes

GM Cottrell noted that she and VP Moellenbeck undertook a significant research project to determine if there were any U of S alumni who fell in the line of duty since the Second World War. They have located one: Lt. Justin Boyes. Lt. Boyes was killed in Afghanistan in 2009. With permission from the family, they are creating a commemorative plaque for the MUB fireplace which will be unveiled at a later date, possibly on November 8<sup>th</sup> when the First World War commemorative bench is dedicated.

Carried

#### 4.7 Homework Systems

VP Moellenbeck noted that more and more publishers are using homework systems that force students to buy the books to get the online key. Other provinces have banned this practice. VP Moellenbeck will ask the Minister of Advanced Education to do the same in Saskatchewan.

#### 4.8 Pro Bono Law

VP Kobes noted that there is a request from Pro Bono Law to help transgendered students to change their identification papers. There are 50-75 people from the community in need of help and Pro Bono Law is seeking \$3000.00 to help do so. VP Kobes will look into how many of those affected are U of S students.

# 5. Adjournment

The meeting was adjourned at 9:40 and 918 am, respectively.

# Executive Meeting Minutes for July 9, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:01 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

Eric Olauson

**ISSAC** 

U of S Student Enrollment Department

Various students

Initiatives:

N/A

Event Plans in Progress:

N/A

# **VP Kobes:**

Meetings/Events:

GSA (re: UPass)

Pro Bono Student Law Society Project

Eric Olauson

**ISSAC** 

Initiatives:

**UPass Opt Out Protocol** 

Free Speech Movement

Student Travel Fund

Event Plans in Progress:

N/A

# **VP Moellenbeck:**

Meetings/Events:

Eric Olauson

ISSAC (re: collaboration)

Student Learning Services (re: collaboration)

U-Start

Two academic grievances

#### Initiatives:

Covered reception in the mornings

Stayed in communication with Kara Loy from Undergraduate Research

Stayed in communication with Heather Ross about Open Educational Resources

Event Plans in Progress:

Face-to-Face

Know Your Rights week

#### VP Wu:

Meetings/Events:

Executive

Eric Olauson

**ISSAC** 

SLS w/Donna, Elana, and Liv

Alison and Danny (re: recruitment strategy)

Initiatives:

Gathered facts for #Didyouknow slides

Event Plans in Progress:

Mental Health Awareness Week/Month

#### 4. Business

# 4.1 Tuition, Grants, and Funding

The Executive will book a meeting to determine direction on tuition, grants, and funding.

# 5. Adjournment

The meeting was adjourned at 9:40 am.

# Executive Meeting Minutes for July 12, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

# 1. Call to order

The meeting was called to order.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

N/A

#### 4. Business

# 4.1 CUPE Staff Collective Agreement

GM Cottrell asked the Executive to meet to vote on the new Collective Agreement for the CUPE staff.

Move to ratify the terms of the Collective Agreement with CUPE 1975.2 staff for May 1, 2018 to April 30, 2021.

EXECMotion005: Kobes/Moellenbeck Carried

# 5. Adjournment

The meeting was adjourned.

# Executive Meeting Minutes for July 17, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

# 1. Call to order

The meeting was called to order at 8:43 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

U of S Financial Services

Board of Governors

**USSU** Golf Tournament

Various students

Initiatives:

Working out of office on campus intiaitve

Equipment purchase and setup (iPad and accessories)

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

University Registrars

Peer Health w/Rita

Faith Leaders (re: Mental Health First Aid)

**Tuition Common Ground** 

Initiatives:

Faith Groups

Campus Group Policy

Students for Life

Campus Group database

Learning communities CFCR

Event Plans in Progress:

N/A

#### **VP Moellenbeck:**

Meetings/Events:

Executive (re: planning tuition strategy)
TSLE Service team w/Charlene Brown

Student (re: scholarships)

E-Textbook and Course Tools

Student Finance and Awards w/Alex Beldan

Various students (re: ongoing grievances)

**USSU** Golf Tournament

#### Initiatives:

Covered reception in the mornings

Went over the USSU Survey for the 2017-2018 year

Event Plans in Progress:

**Undergraduate Project Symposium** 

#### VP Wu:

Meetings/Events:

Executive

Executive (re: tuition and funding)

Residence Tour

**USSU** Golf Tournament

Initiatives:

Finished #Didyouknow facts

Brainstormed ideas and campaigns for the year

Event Plans in Progress:

N/A

#### 4. Business

# 4.1 Charlene Brown

Charlene Brown from the VPTL Service Team is an events coordinator and is planning Orientation. The team has had budget cuts and they are looking for funding for some form of swag. Jason Ventnor suggested Louis' gift cards.

Move to provide 10 - \$20 Louis' gift cards from Executive Sponsorship for Orientation on the condition that the USSU gives them out to students.

EXECMotion006: Moellenbeck/Wu Carried

# 4.2 Face to Face

VP Moellenbeck presented his proposal for Face to Face sessions throughout the colleges. He would like \$100.00 per session, totalling \$1100.00 for term one, plus \$100.00 for advertising. See attached proposal item, Appendix A.

Move to approve a budget of \$1200.00 for outreach to the colleges in term one.

EXECMotion 007: Moellenbeck/Wu

#### 4.3 Student Forum

Danette Stang is looking for members who can commit to four meetings a year. VP Moellenbeck must be on the Forum and VP Wu will also volunteer.

Carried

# 4.4 Faith Leaders

VP Kobes has had a significant number of faith groups apply for ratification and they do not meet the campus club ratification criteria. He is going to check with the faith leaders to see if they can accommodate them. We will not modify our campus club requirements to suit any group.

# 4.5 Career Expo

Erica Reed has contacted us about getting a table for the Expo on September 19<sup>th</sup>. The Executive is in favour of this as another mechanism for outreach, pending cost.

#### 4.6 Strata

GM Cottrell brought information about the need to prepare the space vacated by Campus Computers to receive new tenants. We are in the middle of negotiating a deal with a potential tenant and we have Strata Development on site this morning to examine what needs to be done to demise the space, bring water and sewer lines to it, and get it prepared for new businesses. Time is of the essence since we are losing significant rental income every month that the space is vacant. In normal circumstances, requests for Infrastructure Spending would go to Council, but we cannot wait for USC for nearly two months before we proceed with the changes, so the GM requested approval in principle from the Executive in their de facto role as the Budget and Finance Committee.

Move to have approval in principle from the Executive in their de facto role as the Budget and Finance Committee to approve Infrastructure Spending.

**EXECMotion 008**: Kobes/Moellenbeck Carried (Abstention – President Nikbakht)

# 5. Adjournment

The meeting was adjourned.

# Appendix A

# **Face-to-Face Term Proposal**

Prepared by VP Moellenbeck 2018-2019 Academic Year

**Purpose**: Face-to-Face are in-College sessions put on by the USSU Executive in order to facilitate outreach to all students. The purpose is to promote the services that the USSU provides to enhance the student experience on our Campus.

**Goals**: To foster better awareness amongst the student body of what the USSU is and what services it provides. The student body will have greater access to the USSU Executive and able to consult more meaningfully about their experiences as students. As a result of this, we will have more uptake and utilization of our programs.

**Assessment**: This initiative can be considered successful if students report higher levels of awareness of USSU programs on the USSU Survey.

**Budget**: \$100/meeting (coffee + timbits) x 11 settings = \$1100

\$100 for Advertising

Total: \$1200

**Materials Required**: Foldable table, tablecloth, buttons, Centre pamphlets, postcards, chromebook

# Executive Meeting Minutes for July 25, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 11:03 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

Tony Merchant (re: USSU Executive experience, government relations)

Saskatchewan Student Coalition

Teaching Learning and Student Experience Plan

President's Events w/staff

**FARC** 

**USSU Survey Results** 

Advisory meeting w/student

Initiatives:

Office administration work

Contact w/federal government

Event Plans in Progress:

N/A

# **VP Kobes:**

Meetings/Events:

Matt (re: Louis' Loft) Morgan (re: Louis')

David (re: Consumer Services)

**USSU Survey Results** 

Teaching Learning and Student Experience Plan

Initiatives:

Louis' Budget Initiative

Campus Group Policy final version

Insurance Calendar

**Bystander Intervention Training** 

Talking to Consumer Services about licensing for Engineers

Event Plans in Progress:

Financial Literacy Week

#### **VP Moellenbeck:**

Meetings/Events:

**USSU Survey Results** 

Teaching Learning and Student Experience Plan

Student (re: new grievance)

#### Initiatives:

Covered reception in the mornings

Reached out to Patti McDougall to set up a meeting re: Online Homework

**Bystander Intervention Training** 

Recorded CFCR show

Event Plans in Progress:

Various

#### VP Wu:

Meetings/Events:

Executive

Student Affairs Events w/Jason Ventnor

Teaching Learning and Student Experience Plan

**USSU Survey Results** 

Campus Sustainability w/Kevin Hudson (Energy and Emissions Officer)

Campus Expo Committee

#### Initiatives:

Researched possible Welcome Week events

Contacted Table Tennis Saskatchewan (loan for WW)

Contacted Matt Fehr (re: board game tournaments + dry happy hour for WW)

Submitted comm form for photo frame for WW

Brainstormed ideas and campaigns for the year

Contacted PAC to continue Yoga in the Bowl in September

Bystander Intervention Training

Event Plans in Progress:

Magician

#### 4. Business

#### 4.1 Speaker Series

President Nikbakht proposed a speaker series (see attached, Appendix A) including Prime Minister Trudeau and the Minister for the Status of Women, Minister Monsef. VP Moellenbeck noted that he would like more information on the series, the budget, the time frame, and how it is going to be promoted. VP Kobes indicated that he will support in principle, but that he is concerned about it being seen as the USSU endorsing a campaign. President Nikbakht will bring further details and a future request for financial support.

#### 4.2 Welcome Week Movie

The Executive must decide on their movie by the end of this week.

#### 4.3 Travel Approval

VP Kobes noted that he is not comfortable approving travel to Regina for VP Nikbakht because it was not approved ahead of time. He is creating an authority to travel form. VP Nikbakht noted that he went to Regina to lobby and to meet with Tony Merchant. VP Kobes expressed concern that the Executive needs to have consultation before meetings are set up. VP Moellenbeck wants information brought forward ahead of time so that Executive members are all involved and properly briefed before these meetings take place. VP Kobes noted that he is not comfortable approving travel after the fact. VP Moellenbeck is also not comfortable with this – he believes that President Nikbakht can meet with anyone he wants to personally, but not professionally, without prior consultation.

#### 4.4 Volunteer Fair

VP Wu met with John Ault from SECC to discuss hosting a Volunteer Fair, however, it is very difficult to find time during Welcome Week. VP Kobes suggested piggy-backing with Campus Club Week. The two of them will discuss how they can combine forces.

# 4.5 Meeting with Saskatchewan Federation of Labour

VP Wu and VP Kobes met with the Saskatchewan Federation of Labour (SFL). They asked for some information distribution for students when they are leaving for summer or post-graduate work.

#### 4.6 Student Forum

VP Moellenbeck noted that he will be seeking more people to sit on Student Forum. VP Kobes will put the word to campus clubs and AOCP to see who might be interested.

#### 5. Adjournment

The meeting was adjourned at 11:57 am.

# Executive Meeting Minutes for July 30, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:35 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

Board of Governors

Admin Team

Various students

Initiatives:

ISC letter

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

Consumer Services (re: Hardy Lab and licensing)

U-Pass Opt Out

Alumni Services

Initiatives:

Set up a meeting with Peter Hedley

Event Plans in Progress:

N/A

# **VP Moellenbeck:**

Meetings/Events:

Undergraduate Project Symposium meeting

Heather Ross (re: textbooks)

Initiatives:

N/A

Event Plans in Progress:

N/A

#### VP Wu:

Meetings/Events:

John Ault (re: Volunteer Fair)

#### Initiatives:

Yoga in the Bowl confirmed for September One Day for Students

Environmental Undergraduate Coordinator

Event Plans in Progress:

N/A

#### 4. Business

# 4.1 Documentary Screening

President Nikbakht and VP Wu met with a documentary film student from Ryerson who made a film called "Right to Learn". He wants to know if we are interested in doing a screening on campus. President Nikbakht feels it was very negative and unfocused.

# 4.2 Campus Group Policy

VP Kobes brought forward the revised Campus Group Policy. It has cleaned up some of the language and made it more consistent and structured.

Move to pass the Campus Group Policy as revised.

EXECMotion009: Kobes/Moellenbeck

Carried

#### 4.3 Meeting with Rob Norris

The Executive will meet with Rob Norris to determine best way to talk to provincial government. The meeting is scheduled for August 1<sup>st</sup>. The Executive will meet to determine a set of questions.

# 5. Adjournment

The meeting was adjourned at 9:50 am.

# Executive Meeting Minutes for August 7, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:02 am.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

N/A

Initiatives:

N/A

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

**Rob Norris** 

Habitat for Humanity build

Initiatives:

**USSU Privacy Policy** 

**CFCR Recording** 

Event Plans in Progress:

N/A

#### **VP Moellenbeck:**

Meetings/Events:

GMTLC w/Heather Ross

**Rob Norris** 

Lisa Jewel

Two students (re: new grievances)

Student (re: tuition concerns)

**SLCoP** 

Habitat for Humanity build

#### Initiatives:

Recorded two CFCR shows

Covered reception

Communication with Undergraduate Research Symposium Committee

Communication with Student Learning Services about Know Your Rights

Event Plans in Progress:

N/A

#### VP Wu:

Meetings/Events:

Executive

Planning for River Clean Up w/Matt, Beckett, and Stef

**Rob Norris** 

Matt (Loft) (re: events detail)

Habitat for Humanity build

Saskatoon Police Service – CFMH for renters on Housing Registry

Initiatives:

Finished River Clean Up proposal

Contacted Liz (Undergrad Environmental Coordinator) on sponsorship for

River Clean Up

Contacted Jay to set up Carbonless Concert at Louis'

Contacted Peer Health for collaboration on River Clean Up

Recorded CFCR show

Event Plans in Progress:

N/A

#### 4. Business

#### 4.1 ISSAC Orientation

ISSAC reached out about their Orientation with the hope that all Executive members participate. They will make a PowerPoint.

# 4.2 River Clean Up

See attached proposal from VP Wu (Appendix A). We have been asked to be involved in a river clean-up. This event will be hosted by the USSU. VP Wu will work toward partnerships throughout the university and city community.

Move to approve the project and the budget of \$300.00

EXECMotion010: Wu/Nikbakht

#### 4.3 Office Duties

VP Moellenbeck expressed concern that President Nikbakht has not only not been in the office, but has also not had his events in the online calendar. Both the Executive and staff have had concerns that he is not as transparent or as present as he needs to be for the creation of a team. VP Moellenbeck also noted that there are meetings that take place that might be able to involved other Executives, but this hasn't been possible due to a lack of communication. VP Kobes referenced the Executive Protocol Policy that binds people to having regular office hours. President Nikbakht noted that he can be more transparent about where he is and what he is doing. VP Moellenbeck expects more in terms of communication and presence.

Carried

#### 4.4 Breakfast Proposal

The GSA is going to try to have daily breakfasts with the Faith Leaders and Peer Mentors and are looking for support from the USSU. VP Wu will clarify if the support is financial or notional

### 4.5 Academic Days Off

Last term, President Nikbakht had to defer some academic work and is now seeking permission to use ADOs to complete this work.

#### 4.6 Saskatchewan Student Coalition

On August 22<sup>nd</sup>, there will be a meeting of the Saskatchewan Student Coalition in Regina. President Nikbakht will be attending and requests a travel allowance.

# 4.7 Tuition Campaign and Financial Structures for Students

President Nikbakht was invited by Paul Davidson from Universities Canada to go to Ottawa to discuss long-term plans. He was also invited to meet with Minister for Status of Women, Minister Monsef. VP Kobes noted that the budget for travel is completely overspent because of the conference in Niagara. VP Moellenbek has asked for a detailed outline of tangible goals that would come from this trip. VP Kobes suggested that the mid-term break in November might be the best time for a trip such as this. VP Moellenbeck also noted that we have to be more proactive about working with the university to be much more accountable and transparent regarding future costs.

#### 4.8 Hadlin

President Nikbakht asked if Hadlin could come to Welcome Week as a roving musician. He and Jason Ventnor will work on this.

#### 5. Adjournment

The meeting was adjourned at 10:14 am.

# Appendix A

# **Executive Project Proposal**

#### I. Project Name: River Clean Up

When: September 26th, noon - 4pm, 4-5pm Louis Loft

Where: Meewasin Trail (University grounds)

Proposed by: Rose Wu

# II. Analysis

Need: -First River Clean Up hosted by the USSU.

-There are debris along the river that is human-made and natural.

-Collaborate with campus units to have a more sustainable-minded campus.

Project Goals: To establish an annual River Clean Up event hosted by the USSU, in collaboration with the Office of Sustainability, EBSA, Peer Health, and etc.

History: -Success in EBSA's annual event with 50 in attendance.

- Meewasin hosts an annual month-long clean up for the community beginning on Earth Day (April 22).

Research: https://meewasin.com/events/clean-up-

campaign https://www.riverrelief.org/workspace/uploads/river-clean-up-manual.pdf https://www.potomacriver.org/resources/get-involved/water/organize-a-stream-cleanup/

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

Primary Target: sustainable-minded students, staff, and Saskatoon citizens

Secondary Targets: campus community and Saskatoon citizens

#### C. Vision and Mission

- -Establish connection between the campus community and the Meewasin Trail.
- -Participants will see the positive impact on their contribution to the environment and the community.
- -An opportunity to recruit students to student clubs focused on sustainability/the environment.
- -Receive positive feedback from the campus and community participants.

#### D. Key Considerations

Detailed Budget:

Advertising - \$50

Meewasin Valley pathway booking - free

Tables + Chairs set up - free
Supplies (garbage bags + gloves) - \$50
Snacks
\$60 granola bars - Kirkland brand 360, Nature valley 144
\$50 cookies - 96 Dad's oatmeal chocolate chips cookies
\$50 fresh fruits
50 Apples
60 Bananas

Prizes – gift cards to Louis/Loft - \$40 (4 - \$10)

Budget Line: 170-5490-00 (Exec Project Expense)

Total Budget: \$300

Timeline:

1. Proposal to Exec. Meeting August 7

*If approved* 

- 1. Submit Comm Form
- 2. Confirm with Matt with space and materials bookings (path, tables, chairs, water fountain)
- 3. Confirm with Liz with sponsorship and programs involvements
- 4. Confirm with Beckett with volunteers
- 5. Confirm with Stef with supplies
- 6. Promote at Welcome Week + TV screens
- 7. Purchase snacks + gift cards
- 8. Event day September 26th, 12-5pm
- 4 Prizes \$10 Louis gift card
  - 1. Biggest trash
  - 2. Most trash collected
  - 3. Oddest trash
  - 4. Most valuable
  - 5. Best find

# Executive Meeting Minutes for August 13, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 1:02 pm.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

N/A

Initiatives:

N/A

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

**USask Privacy Officer** 

Peter Hedley

USask Aeropagus Youth

Spectrum

Eco Hack

Initiatives:

**USSU Privacy Policy** 

Event Plans in Progress:

N/A

# **VP Moellenbeck:**

Meetings/Events:

Scholarship Adjudication

Initiatives:

Covered reception for opening all week

Created Project Proposal for Open Educational Resources Promo project

Ranked scholarships

Continued communication with stakeholders of other projects

Event Plans in Progress:

Various

#### VP Wu:

Meetings/Events:

Executive

Orientation MC meeting

#### Initiatives:

River Clean-Up proposal approved for \$300

Submitted comm form for River Clean-Up

Sent River Clean-Up invitation to Mayor Clark, Jordan Sherbino, and Shannon

# Dyck

Researched items and prices for care package

Started proposal on Halloween

Researched prices for Halloween candies and pumpkin carving

#### Event Plans in Progress:

Carbonless Concert (Jay, Matt & Dan)

EcoHack video

#### 4. Business

#### 4.1 Open Education Resources Promotion

VP Moellenbeck explained his project and requested approval for funding. See attached proposal (Appendix A).

Move to support the Open Education Resources Promotion project as outlined.

EXECMotion011: Moellenbeck/Kobes

Carried

### 4.2 Alumni Achievement Awards

VP Wu reported that during the University Student Council meeting on September 20<sup>th</sup>, the university hosts its Alumni Achievement Awards. All Executive members except for Brent Kobes will attend. He is unable to attend.

#### 4.3 WUSC

Executive members will go to the airport to greet the incoming refugee students as requested by WUSC.

#### 4.4 Distance Campuses

VP Kobes wanted to know if the Executive members wanted to go to the Distance Campuses to meet with as many students as possible. The new Academic and Governance Assistant, Kylie Phillips, will be charged with sorting out the details.

#### 4.5 Petitions

VP Moellenbeck is creating a petition for the Online Homework System that will be widely available. He has also created a petition for the university around the ongoing issue of tuition and transparency and accessibility to information surrounding the process of tuition setting.

# 4.6 ESS Funding Request

VP Kobes will bring ESS in to provide a presentation to secure their campus group funding. He will set up a time for them to present.

# 4.7 Project Proposal

President Nikbakht suggested that the Executive look for a way to provide students with ways to access business dress. There is a program for women through Dress for Success but nothing comparable for men. VP Wu will add this component to the Clothing Swap.

# 4.8 SALs

Jason Ventnor asked if the questions for Student At Large applications are sufficient. The consensus was that they are sufficient.

# 5. Adjournment

The meeting was adjourned at time.

# Appendix A

# **Executive Project Proposal: Open Education Resources Promotion Proposal**

Prepared by VP Sheldon Moellenbeck 2018-2019 Academic Year

**Purpose**: To promote greater awareness of Open Educational Resources and to facilitate more discussion about how OERs improve the student experience.

**Goals**: To equip more students with the knowledge of how to approach their professors about OERs.

**Assessment**: This initiative will be considered successful if more students access OER Fact sheets prepared by the GMTLC to learn how to approach their professors.

**Details**: We will interview four students who have been in a class that has used an OER. We will record the interviews to make a short video which highlights their experience. We will also take pictures, which we will use for posters.

Budget: 4 x \$50 Louis' gift cards

\$40 advertising Total Budget= \$240.00

#### Timeline:

August 20- Advertise on PAWs and social media that we are looking for participants to partake in interview

August 27- Reach out to people who have responded to set up interview.

August 29/30- Hold Interviews

September 10- Release posters and video

# Executive Meeting Minutes for August 20, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, Jason Ventnor

#### 1. Call to order

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

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

N/A

Initiatives:

N/A

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

Peter Stoicheff

**Global Connections** 

Spectrum

Filemaker CG

Elizabeth Plishka

Initiatives:

Food Service Rules and Regulations

Event Plans in Progress:

**International Student Orientation** 

# **VP Moellenbeck:**

Meetings/Events:

Peter Stoicheff, Tony Vanelli and Julian Demkiw

2018 Science Ambassador Celebration

E-Textbook/E-course Tools

**URSA** 

Initiatives:

Covered reception for opening all week

Recorded CFCR show

Took new Executive photos

Communication with Meghan Sired from TLSE

Communication with UPS Planning Team

#### Event Plans in Progress:

Various

#### VP Wu:

Meetings/Events:

Executive

Jordan and Celeste (re: Global Village)

Peter Stoicheff, Tony Vanneli, Julian Demkiw

**Global Connections** 

Peter Hedley

**URSA** 

2018 Science Ambassador Celebration

#### Initiatives:

Comm form for Hike, Bike, and Roll 2018

Comm form completed – Welcome Week frame + Speed Friending

Followed up with sign language instructor

Started International Student Orientation PowerPoint

Brainstormed events to collaborate with Food Centre

Event Plans in Progress:

River Clean-Up – confirmed \$300 sponsored by USask Environment

#### 4. Business

#### 4.1 USask Improve Funding Request

VP Kobes presented the funding request for \$385 in XL Print & Design credit for a USask Improve banner.

Move to approve funding USask Improve \$385 in XL Print & Design credit for a banner.

EXECMotion012: Moellenbeck/Wu

Carried

#### 4.2 River Clean-Up

VP Wu told the Executive that they have received sponsorship form the School of Environment and Sustainability and would no longer need the amount they had approved for the project.

#### 4.3 Saudi Arabian Students

VP Wu met with University Student Affairs and Services regarding the students from Saudi Arabia being forced to leave their studies and leave Canada because of the diplomatic dispute between Canada and Saudi Arabia. If any students come to the Executive, they should refer them to ISSAC or the College of Graduate and Postdoctoral Studies. The majority of students affected are graduate students. Those departments are the ones that are best equipped to help them navigate any issues they may have.

# 4.4 Sustainability Fund Request

VP Wu presented a funding request for \$250 from Mindful Living to purchase yoga mats. Mindful Living provides free yoga to students in the Education Gym and has received funding in previous years.

Move to approve the funding request of \$250 from the Sustainability Fund for Mindful Living. **EXECMotion013**: Kobes/Moellenbeck **Carried** 

# 5. Adjournment

The meeting was adjourned at 9:55 am.

# Executive Meeting Minutes for August 27, 2018

Present: President Nikbakht, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

# 1. Call to order

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

# 2. Quorum

Quorum was present.

# 3. Roundtables:

#### **President Nikbakht:**

Meetings/Events:

N/A

Initiatives:

N/A

Event Plans in Progress:

N/A

# **VP Kobes:**

Meetings/Events:

Global Café w/Martin Gaal

WUSC airport pick-up

Louis'

Aldo @ IEEE

University's Registrar's Office

Sheaf

Education Students' Society

Solace

Initiatives:

Food Services and Regulations

Recorded CFCR episode w/Sheaf

Event Plans in Progress:

N/A

#### **VP Moellenbeck:**

Meetings/Events:

Patti McDougall (re: Online Homework System)

Heather Ross (re: OERs and OHS)

Student (re: new grievance) ESS Funding Presentation

Undergraduate Project Symposium initial planning

Initatives:

Covered reception for opening

Interview about open textbooks

Call for students who have taken classes with open textbooks

Got gift cards for Orientation prizes

Photos for plasma screens

Social media content creation

Event Plans in Progress:

**Know Your Rights** 

# VP Wu:

Meetings/Events:

Executive

WUSC airport pick-up

Initiatives:

Approved \$250 from Sustainability Fund to Mindful Living

Table Tennis tables (3) confirmed

Hike, Bike, and Roll poster

Event Plans in Progress:

Halloween (w/Gillian & Food Centre)

#### 4. Business

# 4.1 Tunnel Computers

This is a topic that needs to be taken to University Student Council for discussion on using money from the Infrastructure Fund to update.

# 4.2 Welcome Week

All hands must be on deck moving forward. A schedule will soon be provided by Jason Ventnor.

# 4.3 EcoHack

The Executive will look into bringing people from around the university to cover event. Event will be hosted at Louis' Loft from November 23 to 25.

# 4.4 Power to Change

Power to Change is seeking \$250.00 of funding in the form of XL Print & Design credit to create product for their information session booths.

Move to approve \$250.00 of funding for Power to Change for when they have tables in the tunnel.

EXECMotion014: Kobes/Nikbakht

Carried

#### 4.5 WCVM Winter Formal

WCVM student group is seeking \$500.00 in cash funding for decorations and food for their annual Winter Formal event that follows the holiday break.

Move to approve \$500.00 in cash funding for the WCVM Winter Formal.

EXECMotion015: Kobes/Nikbakht Carried

# 4.6 ASSU

ASSU wants to create ASSU Stickers but the Executive is concerned that they will not have enough time to do this before their first meeting of the year.

# 5. Adjournment

The meeting was adjourned.

In the matter of the Complaints against the University of Saskatchewan Students' Union Executive regarding their conduct in the March 2018 general election

# Decision of the Code of Ethics and Disciplinary Tribunal, comprised as stated in Part 4 of the University of Saskatchewan Students' Union Bylaw

April 19, 2018

Decision of the Tribunal delivered by the Chair of the Tribunal, on behalf of the Tribunal.

#### The Facts

- [1] The University of Saskatchewan Students' Union (USSU) is a membership non-profit corporation, incorporated under the *Non-Profit Corporations Act, 1995*, SS 1995, c N-4.2 (*NPCA*).
- [2] The NPCA allows non-profit corporations to set out certain terms of how the corporation will be organized in the corporation's articles of incorporation or articles of continuance (the "articles"). Corporations can also implement corporate bylaws and policies that guide the corporation, its directors, its members, and its staff. Where the bylaws conflict with the articles, the bylaws will be ineffective to the extent of the conflict. Where the articles or the bylaws conflict with the NPCA, the articles or the bylaws will be ineffective to the extent of the conflict.
- [3] The USSU Bylaw includes a Code of Ethics, which sets guidelines that provide a standard of good behaviour for the USSU directors (the "executive"), members of University Students' Council (USC), and members of committees of USC. The Code of Ethics is contained in Part 4 of the Bylaw. Part 4 of the Bylaw contains the procedures to be followed when an alleged breach of the Code of Ethics has occurred. The procedure to investigate potential breaches of Part 4 of the Bylaw is a complaints-based process.
- [4] After a complaint has been received, the procedures in the USSU Bylaw will be followed. First, the complaint goes to the General Manager, who will determine whether the complaint can be handled informally. If it cannot, the complaint is taken up by the Code of Ethics Disciplinary Tribunal (CEDT). The CEDT receives the complaint to determine whether the complaint is valid. The CEDT will hold a hearing regarding the complaint to determine its validity. Based on the information presented to it, CEDT will sustain or dismiss the complaint. If the complaint is sustained, CEDT has the power to impose reasonable sanctions.
- [5] In March 2018, the USSU was holding a general election to elect the representatives from Colleges and identified groups to serve on University Students' Council and to elect the directors of the corporation to serve as the Executive. The Executive is comprised of the President, the Vice-President Operations & Finance, the Vice-President

of Student Affairs, and the Vice-President of Academic Affairs. Each member of the executive is a director under the *NPCA*. In the March 2018 election, each director position of the executive was uncontested. Therefore, in accordance with the corporate bylaws, a candidate simply needed a vote where more "Yes" votes were recorded than "No" votes.

- [6] The candidate for USSU President, Coden Nikbakht, was running unopposed. In order to win the election, he simply needed more "Yes" than "No" votes.
- [7] On voting day, the current USSU President David D'Eon posted a statement on facebook that alleged that the candidate for President, Mr. Nikbakht, had engaged in sexual assault. In the statement, Mr. D'Eon stated that he knew he was in violation of the USSU Bylaws. However, he noted that he placed the value of publicly stating what he wanted to state higher than he valued the bylaws and policies of the corporation of which he was a director.
- [8] A similar post was made by Vice-President Jessica Quan. In Ms. Quan's statement, she stated that Mr. Nikbakht had "raped" her friend. The friend was not named. The friend did not come forward and accuse Mr. Nikbakht of sexually assaulting her or him. Further, Ms. Quan's statement indicated that that Mr. Nikbakht had "victimized several individuals." Ms. Quan, too, recognized that she was in violation of the USSU Bylaws, and nonetheless made the statements and allegations that she did.
- [9] Ms. Quan, Vice-President Deena Kapacila, and Vice-President Crystal Lau liked and/or shared the post made by Mr. D'Eon, to ensure that Mr. D'Eon's post was seen by their facebook friends. Mr. D'Eon , Ms. Kapacila, and Ms. Lau liked and/or shared the post made by Ms. Quan for the same reason. In the posts made by Mr. D'Eon and Ms. Quan, members of the USSU were encouraged to vote against Mr. Nikbakht for USSU President. The post by Mr. D'Eon stated it explicitly; whereas the post made by Ms. Quan stated it implicitly. In the post made by Mr. D'Eon, he stated that he would refuse to transition the incoming president, were Mr. Nikbakht to win. Mr. Nikbakht won the election. The next day, rallies took place at the U of S, demanding that Mr. Nikbakht resign from his position as President-elect.
- [10] The USSU received numerous complaints regarding the actions of Mr. D'Eon, Ms. Quan, Ms. Kapacila, and Ms. Lau. None of the complaints could be resolved informally. The complaints were taken up by CEDT.

#### The CEDT Hearing

- [11] The issue in the complaints was that the Executive had acted in violation of Part 4 of the bylaw. If CEDT determined that the Executive had violated the bylaw, the complaint would be sustained.
- [12] The substance of the complaints was that the Executive had attempted to interfere with the election and had otherwise acted in violation of the code of ethics by publicly declaring that the candidate for USSU President, Coden Nikbakht, had engaged in sexual assault on numerous occasions. The actions of the executive were taken based on hearsay from a friend of one of the executive members; the actions were not founded on, or supported by, a criminal charge against Mr. Nikbakht.
- [13] It is not the place of CEDT to determine whether the allegations of sexual assault against Mr. Nikbakht are true; CEDT has not attempted to engage in this determination. That is a matter for the criminal justice system. It is the place of CEDT to determine based on the facts presented before it whether officeholders of the USSU have violated the USSU Bylaws.
- [14] The CEDT held a hearing to determine whether to sustain or dismiss the complaints. All four members of the USSU executive attended the hearing. They chose to appear before CEDT as a group, rather than as individuals, to present their "statement of defence."
- [15] The statement of defence did not refute the fact that the Executive had violated the bylaws.
- The focus of the Executive in their statement of defence was to state the importance of believing survivors of sexual assault. The spirit of their actions was guided by the notion that sexual assault is a serious issue, which the USSU Bylaw fails to take into account. Too often, survivors of sexual assault are unable to find justice through the Canadian legal system. Too often, survivors do not press charges for various reasons. When charges are brought against an alleged sexual offender the standard that must be met, to prove beyond a reasonable doubt that a sexual assault occurred, is difficult to achieve. The often-lengthy fact-finding and ensuing trial often results in retraumatization of the survivors. The system, as it currently is structured, does not provide fairness to survivors of sexual assault. The reason that the Executive shone a light on the allegations of sexual assault against Mr. Nikbakht was that something had to be done about the injustice of sexual assault.
- [17] As true as that may be, the actions of the Executive were not based on easily discernable, public facts at the time. Instead, they were based on an allegation by one, or more, unnamed sources. The fairness with which the Executive believe people should

be treated was not afforded to Mr. Nikbakht. Aside from interfering with the elections — which the Executive members did not refute they had done — the Executive had launched, in a public manner, as-yet unfounded and unsubstantiated allegations of sexual assault against a student who is a member of their non-profit corporation. Mr. Nikbakht was not afforded due process; he was not given the benefit of reasonable doubt. Instead, he was facing as-yet unfounded accusations of sexual assault — an incredibly serious criminal charge — in a very public manner. The CEDT did not attempt to engage in a deliberation regarding the veracity of the statements by the Executive; it is not the role of CEDT to engage in such deliberations. The determination to be made by CEDT was if, by publicly declaring that a current candidate has engaged in sexual assault without providing verifiable evidence on the issue, the Executive were in violation of the USSU Bylaw.

[18] In the statement of defence, the Executive stated that they were right to place their social responsibilities above their legal responsibilities. This rejection of the foundational principle that underpins the rule of law, and the admission that the Executive disregarded their fiduciary obligations to the organization by ignoring the bylaws of their corporation, was noted by CEDT.

#### The Decision

- [19] CEDT decided that the complaints would be sustained. In particular, CEDT decided that the Executive has breached sections 83(1), 88(1), and 88(2) of the Bylaw, which state:
  - "83(1) Officeholders shall maintain the integrity, confidence, and dignity of their offices.
  - 88(1) Officeholders shall not permit any personal activities or interests to conflict with their duties and responsibilities to the Union.
  - 88(2) Officeholders shall avoid any perception that their personal interests may conflict with their duties and responsibilities.
- [20] CEDT found that by interfering in the election, and by publicly accusing a member of their corporation of an as-yet unfounded criminal charge, the Executive did not maintain the integrity and dignity of their offices. Therefore, the Executive was in violation of 83(1).
- [21] For the same reasons, CEDT determined that the Executive allowed, and failed to avoid the perception that their personal interest to conflict with their duties and responsibilities. Their duties and responsibilities include acting in the best interest of the organization, upholding their bylaws, and not interfering with elections.

- [22] As well, they breached the Executive Protocol Policy, section 2, which states that Executive members are to provide information about elections in an unbiased manner and must remain neutral throughout.
- [23] The sanctions decided by CEDT were:
  - To demand a written letter of apology from Mr. D'Eon, Ms. Kapacila, Ms. Quan, and Ms. Lau apologizing for breaching the bylaw and executive protocol policy within two days of this decision being released. The apology letters will be released to the public.
  - A statement from CEDT outlining that removal from office was strongly considered, but not put forward due to its futility because of the remaining time in the term;
  - That the CEDT will make its decision and the reasons for the decision public.
- The second sanction is completed by this decision. One of the sanctions that CEDT considered was to have the Executive removed from office. The reason for this is the extent to which the Executive disregarded the bylaws of the corporation of which they are the directors. However, in order to remove the executive from office, the CEDT would be required to: (1) get a motion from USC to hold a special general meeting; and (2) hold the special general meeting within 15 days of the motion being passed by USC. CEDT felt that these timelines were too short. It is for that reason alone that the timelines were not to the liking of CEDT that removal from office was not recommended. CEDT decided that the violation of the bylaws was serious enough to warrant removal from office for all four members of the Executive.

# **Appeal**

- [25] Following the decision of CEDT, either the complainant or the defendant can appeal the decision of the CEDT. There are two grounds for such an appeal: (1) that the process followed by the CEDT was not the one described in Part 4 of the Bylaw and thus undue process affected the Tribunal's decision; and (2) the complainant or the defendant believes that the sanctions imposed by the CEDT are inappropriate.
- [26] The appeal will be filed to University Students' Council (USC). USC has the option to allow or dismiss the appeal. If the appeal is allowed, the case is sent back to the CEDT. If the appeal is dismissed, the decision of the CEDT will stand. If no appeal is filed within 10 days of the CEDT's decision, the decision of CEDT will stand.
- [27] The Executive appealed the decision of CEDT at the USC meeting on Thursday, April 5, 2018.
- [28] The grounds for the appeal of the CEDT decision was that they had not been afforded due process.

[29] Despite the fact that the procedures outlined in Part 4 were followed by CEDT, the appeal was allowed.

#### **Referral to CEDT**

- [30] The Bylaws do not require CEDT to engage in further fact-finding, provide additional hearings, or obtain further information after a successful appeal has sent the matter back to CEDT.
- [31] As such, CEDT re-issued the same decision, after further deliberating the possibility of forcing a Special General Meeting to have the Executive removed from office.

#### **Decision of CEDT**

- [32] The decision outlined in paragraph 19 of this decision stands.
- [33] The Executive has the option to appeal the decision to Council. If no council meeting takes place, no appeal can be made, and therefore the decision of CEDT stands.



# **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

# University Students' Council Agenda September 13, 2018 Roy Romanow Student Council Chamber

### 1. Adoption of an Agenda

- 2. Introductions
- 3. Council Addresses
  - 3.1. Shawn Burt, Chief Athletics Officer Huskie Athletics
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes September 6, 2018
  - 4.2 Executive Committee September 5 & 10, 2018
  - 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 August 28, 2018
- 5. Motions Arising from the Minutes and Reports
- 6. New Business
  - **6.1** Election of Councillors to Elections Committee
  - 6.2 Election of Councillors to Budget & Finance Committee
  - 6.3 Election of Councillors to Sustainability Committee
- 7. Business
  - 7.1 Counters in the Arts Tunnel
  - 7.2 Student Infrastructure Policy
  - 7.3 Lower Place Riel
- 8. Questions, Comments, and Announcements
- 9. Adjournment

# University Students' Council Minutes for Thursday, September 6, 2018

#### Present

Brent Kobes, Acting President & VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering John Andraos, Pharmacy & Nutrition Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Lauren Klassen, Education Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Erick Rosas, International Students Gabe Simons, Edwards School of Business Emma Thomson, WCVM

# Also present

Scott Hitchings, Chairperson Caroline Cottrell, General Manager

# Regrets

Noah Koh-Steadman, Engineering Kristen Daniels, Arts & Science

#### **Absent**

#### **Guest List**

Kylie Phillips Emily Migchels Mackenzie Paradzik Cole Chretien The meeting was called to order at 6:51 p.m.

# 1. Adoption of the Agenda

Chairperson Hitchings asked if there is a motion on the floor to adopt the agenda.

President Kobes asked to amend the agenda by moving 6.2 Election of Councillors to Appointments Committee to 7.1 so that a decision can be made in this meeting.

Move to adopt the amended agenda.

USCMotion001: President Kobes/VP Moellenbeck

Carried

#### 2. Introductions

President Kobes introduced Kylie Phillips, the USSU Academic and Governance Assistant, Emily Migchels and Cole Chretien, from the Sheaf, and Mackenzie Paradzik.

#### 3. Council Addresses

# 4. Minutes and Reports

- 4.1 USC Minutes April 5, 2018
- 4.2 Executive Committee May 7, 14, 22, 28; June 1, 11; July 3, 9, 12, 17, 25, 30; August 7, 20, 27
- 4.5 Code of Ethics Disciplinary Tribunal Minutes and Report April 19, 2018

# 5. Motions Arising from Minutes and Reports

Move to accept the minutes and reports into the official record. **USCMotion002**: President Kobes/Councillor Muñoz Pimentel

Councillor Simons stated that he has some questions surrounding things brought up in Executive Meetings over the summer regarding former USSU President Nikbakht's conduct, but asked if there would be a better time to bring this up in the meeting. Chairperson Hitchings said that it could be brought up under Questions, Comments, and Announcements. Councillor Simons noted that he will bring it up then.

Carried

#### 6. New Business

#### 6.1 Counters in the Arts Tunnel

GM Cottrell stated that ISSAC has asked for the counters with the computers in the Arts Tunnel to be removed as they want to do a mural along the same wall and would like the USSU's financial assistance as it was originally a USSU project. GM Cottrell and President Kobes wanted to bring it to Council as spending from the Infrastructure Fund, a fund that only Council can approve spending from. The financial ask will be coming to Council next week.

# **6.2 Student Infrastructure Policy**

#### **6.3 Lower Place Riel**

#### 7. Business

# 7.1 Election of Councillors to Appointments Committee

President Kobes said that the election of Councillors to the Appointments Committee is the first step in filling the seats on the USSU Committees, as well as the first step in moving toward the fall by election. There will be an election of four Councillors to the Appointments Committee.

Move to open nominations to the Appointments Committee.

USCMotion003: President Kobes/VP Moellenbeck

Carried

Councillor Aman asked for clarification that you can sit on other committees as well as the Appointments Committee. His assumption is confirmed.

Councillor Aman nominated himself.

Councillor Flynn nominated herself.

Councillor Andraos nominated himself.

Councillor Muñoz Pimentel nominated Councillor Klassen. Councillor Klassen asked how many times a month the Appointments Committee meets. President Kobes said that the Appointments Committee meets only once to fill the Committees with Students At Large. Councillor Klassen accepts her nomination.

Move to close nominations to the Appointments Committee.

USCMotion004: Councillor Albert/Councillor Aman

Carried

The four Councillors elected to the Appointments Committee are Councillors Aman, Flynn, Andraos, and Klassen.

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

Councillor Albert asked if the Appointments Committee moves to nominate certain Councillors to the other committees and then Councillors accept or decline?

President Kobes said that individual members of the Union can apply to become a Student At Large. The Appointments Committee will review those applications and try to fit the applicants into the appropriate committee.

Chairperson Hitchings said that there is nothing stopping a Councillor from applying to be a Student at Large on a committee if they do not get elected onto the committee as a Councillor.

GM Cottrell said that the Council positions on committees are nominated and elected at a future University Students' Council meeting.

Councillor Simons said that he has a few concerns arising from the Executive Meeting minutes throughout the summer that he would like addressed. Councillor Simons said that former President Nikbakht ran the USSU for four months, which is not an insignificant amount of time. One concern brought up in a previous Executive Meeting was that Mr. Nikbakht was not fulfilling his office hours. Councillor Simons would like to know if, while Mr. Nikbakht was President, he was fulfilling his role as a President in the office by being available for students. Councillor Simons asked if Council can get an update on what happened in the office during the summer months.

President Kobes said that the Executive Committee tried its hardest to enforce the Executive Protocol Policy, which stated that the Executive does need to maintain regular office hours. This was a concern that they brought up with Mr. Nikbakht.

Councillor Muñoz Pimentel asked why there were sections in the Executive Minute Roundtables that were sometimes marked as "Not Available" for an entire member of the Executive.

VP Moellenbeck said that it is the Executive's duty to send their weekly Roundtables into the Academic and Governance Assistant to ensure accountability to students. If an Executive is elected and then does not do anything, the mechanism to control that situation is USC. There is not much that can now be done retroactively with the departure of Mr. Nikbakht from the Executive.

Member Phillips clarified that while the Executive do have the duty to send Roundtables to her, as the Academic and Governance Assistant, every week, she has also taken the proactive initiative to send out emails as reminders to send in these Roundtables on time. If the Roundtables are missing, it is not due to a lack of communication, but rather that the Roundtables were not sent in on time or at all.

Councillor Simons asked President Kobes about certain projects that Mr. Nikbakht was pursuing in his former role that would have likely been controversial had Council been in session. For example, Mr. Nikbakht was lobbying Tony Merchant and Councillor Simons is unsure as to why. Councillor Simons asked how Mr. Nikbakht's former projects are being continued or discontinued following his departure.

President Kobes said that due to the current leadership transition, some of these projects will be put on the back-burner. The Executive will meet with the Minister of Advanced Education, Tina Beaudry-Mellor, in the first week of October, as well as the Critic of

Advanced Education, Trent Wotherspoon. At the moment, meetings such as the ones Mr. Nikbakht was having with Tony Merchant will not be occurring.

President Kobes said that Campus Club Week will occur from September 17-21. He said that if Councillors know of any clubs that have tried to ratify in the last week and have not heard back from him, to tell them to email him directly as there has been a glitch in the database in which some documents were lost. President Kobes wants to ensure that as many clubs as possible can participate in the upcoming Campus Club Week.

VP Moellenbeck said that at 8 pm the USSU is hosting the annual Carless Drive-In in the Bowl. The movie will be The Incredibles.

VP Moellenbeck said that his upcoming event Face-To-Face is beginning soon. These sessions are where the Executive will be going to different colleges to be more accessible to all members of the student body. Face-To-Face begins next week in the ISSAC study lounge. VP Moellenbeck will be reaching out to college societies to inform them of when the Executive will be in the specific colleges. The event will have refreshments.

VP Kobes said that a number of Councillors will also be sitting on University Council. University Council is a University-level body that deals with all the academic decisions made at the University. University Council Orientation is on September 11<sup>th</sup>. University Council occurs the last Thursday of every month.

GM Cottrell said that University Council is the body that makes high-level academic decisions for all colleges. Student voices are very important there. It is an opportunity to shape the student educational experience. Councillors who are the sole representative for their college are automatically on University Council. For colleges with multiple Councillors, the Councillor who received the greatest number of votes in the General Election holds the seat on University Council.

GM Cottrell said that anybody who is a member of the USSU may speak at USC meetings. Anybody else who attends the meeting who is neither a member of the USSU or a speaker under Council Address must be granted speaking rights. USC has the full authority to either grant or deny these rights to each individual.

# 9. Adjournment

# **Executive Meeting Minutes for September 5, 2018**

Present: Acting President & VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

# 1. Call to order

The meeting was called to order at 9:15 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

# **Acting President & VP Kobes:**

Meetings/Events:

Faith Leaders Council

**Association of Constituency Presidents** 

**Admin Team Meeting** 

Media interviews about new position

#### **Initiatives:**

Recorded CTV segment

Hardy Lab

Orientation prep

Ratifying Clubs

Database issues & damage control

# Event Plans in Progress:

Income Tax Clinic proposal completed

Transportation Association of Canada

Campus Club Week

#### **VP Moellenbeck:**

Meetings/Events:

Non-Profit from BC (re: advocating for Open Educational Resources)

**ISSAC** Orientation presentation

Initiatives:

Open Textbooks

Recorded CFCR episode

Event Plans in Progress:

N/A

# VP Wu:

Meetings/Events:

**Executives** 

Orientation (met co-emcee)

Association of Constituency Presidents

Admin Team

International Student Welcome presentation

Initiatives:

Recorded CTV segment

Answered questions for Sheaf Article

Event Plans in Progress:

Completed ASL workshop proposal

Carbonless Concert date booked - Thursday of Winter Welcome Week

Figured out River Clean-Up logistics

Booked B3 for Halloween

#### 4. Business

#### 4.1 Global Café – Executive Sponsorship

President Kobes said that he received a funding request from Professor Martin Gaal for his Global Café series. President Kobes has met with Martin Gaal previously to discuss the request, and he previously shared the request with the Executive Committee. Martin Gaal is asking for approximately \$800 in executive sponsorship, which is above the benchmark for executive sponsorship of \$500 per request. The sponsorship money is being used to purchase food for the Global Café events, typically held at Louis' or Louis' Loft. VP Wu asked if Martin Gaal has received any other sponsorship from other parties. President Kobes said he believes the event is a subsidiary of the Global Studies certificate. He believes the events do have other funding as they are requesting for funding for only two of six Global Café events. The other four are being sponsored by the Political Studies department and ISSAC. Gaal has said that he will reserve the two USSU sponsored events for promotion of campus clubs. VP Wu asked if Martin Gaal has to pay to rent out Louis' for the Global Café events. President Kobes states that he does not.

Move to sponsor Global Café at \$500 from executive sponsorship.

**EXECMotion016**: Kobes/Moellenbeck

Carried

#### 4.2 Sustainability Funding Request

A funding request has been submitted through the Sustainability Fund to fund the EcoHack event from November 23 to 25. The funding will cover the rental of Louis' Loft at a rate of \$350/day for four days, totalling \$1400. GM Cottrell asked how much money is in the Sustainability Fund. VP Wu said there is a total of \$15,000 in the Sustainability Fund.

Move to fund EcoHack at \$1400.

EXECMotion017: Wu/Kobes

Carried

#### 4.3 Campus Club Funding

#### 4.3.1 Philosophy Students' Society

President Kobes has received a funding request from the Philosophy Students' Society requesting campus club funding in the form of \$155.40 in XL Print & Design credit and \$20.00 in cash funding. They want to purchase bookmarks and candy for outreach.

Move to fund Philosophy Students' Society a total of \$175.40 in funding.

**EXECMotion018**: Kobes/Moellenbeck

Carried

#### 4.3.2 U of S Women's Ultimate Frisbee

The University of Saskatchewan Women's Ultimate Frisbee Group is hosting the Canadian Prairie Women's Ultimate Frisbee Championship on Sept 29-30. Over 200 athletes will be in attendance. The group is requesting campus club funding for the tournament fee and an equipment subsidy. They are asking for \$640 in cash funding to cover the cost of jerseys and the tournament fee. President Kobes said that, first and foremost, as a sports group, they need to pay their insurance fee. GM Cottrell recommends that President Kobes have a conversation with the group to clarify their insurance needs. President Kobes said that he will meet with the group. He also points out that the maximum amount for campus club cash funding is \$500.

Move to fund, in principle, the group \$500, pending meeting with President Kobes and payment of insurance fee.

**EXECMotion019**: Kobes/Moellenbeck

Carried

#### 4.3.3 Campus Christian Collective

The Campus Christian Collective has requested funding of \$500. The Campus Christian Collective is a consortium of on-campus Evangelical Christian groups. Only some of the member groups are actually ratified as student groups, therefore, the Executive cannot provide funding to the entire Collective. President Kobes suggested providing each of the four ratified groups \$125.00 in Louis credit, equalling \$500 in total. President Kobes is in conversation with the Collective to see if that works for them. He will ask them to individually submit funding requests through the regular campus club funding process, but with their event on Saturday, he would like the Executive to approve funding in principle ahead of time.

Move to fund, in principle, \$500 in Louis credit, \$125 each, for the four ratified groups in the Campus Christian Collective.

EXECMotion020: Kobes/Moellenbeck

Carried

#### 4.3.4 The Fellowship

The Fellowship has requested campus club funding in the form of \$115.96 cash and \$120 XL Print & Design credit. The group wants to buy a Chromecast to enhance their meetings and movie nights, as well as posters for their events.

Move to fund The Fellowship \$115.96 in cash funding and \$120.00 in XL Print & Design credit.

EXECMotion021: Kobes/Wu

Carried

#### 4.4 Academic Programs Review

VP Moellenbeck said that an external review team is being invited in to the university by the Office of Institutional Planning and Assessment to evaluate how academic program reviews should be organized. The review team put forth the following question to VP Moellenbeck: What should be done to involve students and alumni in the review and program enhancement process? VP Moellenbeck said that the University's move to a new form of student evaluation tool will make a positive difference in the way that reviews are done. GM Cottrell noted that this question is something that can go to University Students' Council and be studied by Councillors. VP Moellenbeck has a meeting with the Committee leading the review on October 12<sup>th</sup>. GM Cottrell is concerned with how vague the question posed is. GM Cottrell suggested VP Moellenbeck ask a representative from the Committee to come and talk to USC to involve them in this process. VP Moellenbeck and GM Cottrell will talk more about this.

#### 4.5 Tax Clinic Proposal

President Kobes has completed a project proposal for his Income Tax Clinic. The Canada Revenue Agency offers clinics in the community for free. The hosting of this event aligns with some of USSU staff's professional goals. President Kobes is asking for \$50 from the Executive Projects line for posters and Facebook advertising for the event. The event itself will take place on March 7<sup>th</sup>, 2019 from 10-2 in the Roy Romanow Council Chambers. Adam and Amanda at the USSU have expressed interest in taking an online course through the CRA to lead the community tax clinic.

Move to spend \$50 from the Executive Projects line on the Income Tax Clinic.

EXECMotion022: Kobes/Wu

#### 4.6 ASL Workshop Proposal

VP Wu has completed her proposal for an American Sign Language Workshop on campus. She contacted an ASL instructor who agreed to lead the workshop along with a co-facilitator. VP Wu suggests offering a \$50 honorarium to each instructor for their time, and requested the Executive approve this funding. VP Wu states that the largest group this instructor has led was 20 people so VP Wu suggested that 20 participants be the cap for this workshop. GM Cottrell suggested VP Wu talk to Maxine Kinakin from Access and Equity Services to discuss partnering on the event, on-campus connections, and advertising to the campus community. VP Wu would like to hold the event around International Sign Language Day on September 23, but as it is a weekend, she suggested September 20. VP Wu will begin working on the comm form for the event.

Move to approve \$50 in funding for honorariums.

EXECMotion023: Kobes/Wu Carried

4.7 Adjusting to New Roles

Carried

President Kobes said he has taken a look at the President's calendar that was set before he took on the interim role. There are five big upcoming events that the former President had committed to attending and he would appreciate it if the two VPs could go to some of the events in his stead. He asked VP Moellenbeck to attend the University Library Reception on September 21<sup>st</sup>.

#### 5. Adjournment

The meeting was adjourned at 9:54 am.

## University of Saskatchewan Students' Union Executive Sponsorship Proposal

Members of the University community are to fill out an Executive Sponsorship Proposal and submit it to the Students' Union President before any project funding will be considered. The Executive Committee will review all applications on a case by case basis. All cases will be treated separately.

Proposals should be submitted to the Students' Union at least <u>two weeks</u> in advance of the date of the project.

## **Event/Project**

What is the title/name of your event/project?

Global Café

When and where will your event/project be held?

- The last Thursday of the month for Sept, Oct, Nov, Jan, Feb, Mar
- The request for USSU funding is specifically for the Dec and Mar events
  - o As well as accessing Louis' Loft at the USSU rate for the other months

Who can we contact regarding this proposal? (Please include name, title, department, phone number and email)

- Dr Martin Gaal, lecturer, Dept Political Studies
- 306 966 4121
- Martin.gaal@usask.ca

Please provide a brief description of your event/project.

- The Global Café is a monthly meeting place to bring internationally minded students, faculty, and groups together.
- It is not a formal event but an unstructured social event
- Specifically, the Global Café seeks to:
  - o Give exposure to USSU groups with an international focus
  - Make our student body aware of international issues and events
- Most importantly, the Global Café seeks to build a community amongst the various internationally focused groups and individuals.

Who will this event/project primarily target? Is there a secondary target group?

- Primary target: International students, international groups, individuals who are interested in international events and opportunities
- Secondary target: off-campus groups who may have international opportunities for Usask students

Why is this event/project important and necessary for students? What history/background is there of this topic on campus?

- The Global Café creates space for students to network
- It provides space to build networks
- It provides a forum for students to discover new international opportunities
- It provide on campus groups a space to promote themselves and coordinate with other groups that may share similar goals
- This will be the second year that the Global Café has run
- Last year it was sponsored by the Pols Dept, ISAAC, and the USSU
- Average attendance for each event varied between 20 and 50 students

Is this event/project addressing any issues or currently unmet needs?

- The campus has lots of structured events but lack many free form events
  - o Structured events are more passive for participants
    - They are there to receive information
  - o Free form events give participants agency
    - They are able to use the space to meet various goals
      - Advertise their events and organizations
      - Meet like minded people
      - Build networks

### **Key Considerations**

Please provide a detailed budget of your event/project. (Please include a list of all revenues and expenses. Attach an additional sheet if necessary)

- We would like to have access to the USSU preferential rate for Louis Loft
- We hold 6 events
  - o The POLS Dept pays for 2
  - o ISAAC pays for 2
  - o We are requesting the USSU pay for 2
    - These events are reserved for the promotion of USSU clubs

What is the desired amount of cash/credit/facilities that is requested from the USSU?

- The exact amount depends on what the USSU would like to cover and how many people attend
  - o Last year, the two USSU events served Pizza
  - O I did not see an invoice but I believe the cost was about 10 dollars a person x approximately 40 people = 400 per event x 2= 800\$

How will USSU sponsorship impact your event/project?

- Sponsoship has two specific events
  - o One, it gives the USSU clubs direct exposure
  - o Two, we need to find funding for the events to happen

Please describe the manner in which the contribution of the Students' Union will recognized at your event/project.

- The USSU can include signage or their own poster
- The USSU ratified clubs can promote their own events/orgnizations
- We would love to have USSU executive in attendance

#### Appendix A

#### **Income Tax Proposal**

Prepared by VP Kobes 2018-2019 Academic Year

**Purpose**: An Income Tax Clinic provides student with the ability to get tax advice and access to a service that it otherwise difficult for students. Furthermore this allows for professional development within our organizations that has been highlighted in the annual review of our staff members.

**Goals**: To provide a financial service to students and further the professional development of our staff, this program will also alleviate some of the financial constraints of students by giving them access to rebates already provided for by the tax regime.

**Assessment**: This initiative can be considered successful if students in need utilize this service, and are able to receive the rebates they are entitled to under the Canadian tax regime

**Budget**: \$50 for posters and Facebook advertising

Total: \$50

Materials Required: Chromebooks, Office supplies, registration with the CRA.

**Schedule**: March 7th in the Roy Romanow Room

#### Appendix B

#### **Executive Project Proposal**

#### I. Project #3

Project Name: American Sign Language Workshop (1 per term)

Proposed by: Rose Wu

#### II. Analysis

Background Information and Need: United Nations have declared September 23 as International Sign Language day. The workshop would be bring awareness and educate students about the deaf community.

History: First ASL workshop held by the USSU. U of S does not offer sign language classes.

Issues: To be more inclusive to all communities.

#### Research:

https://liberalarts.humber.ca/courses/workshops/asl-workshop.html

#### III. Target Group and Characteristics

Primary Target: Undergraduate students interested in learning basic ASL.

Secondary Target (s): All students, staff, and faculty.

#### IV. Key Considerations

Detailed Budget: \$50 x 2 (instructors) = \$100 \$100 x 2 (sessions) = \$200 \$50 - Advertising

Budget Line: Projects Expense 170-5490-00

Total Budget: \$250

#### Timeline:

- 1. Book the Council Chamber ✓
- 2. Coordinate times with instructors  $\checkmark$
- 3. Make registration form (cap for 20)
- 4. Submit Comm Form

#### V. Logistics

Date of event: September 20, 2018

Time: 1:30 - 2:30 pm booked

# **Executive Meeting Minutes for September 10, 2018**

Present: Acting President & VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:01 am.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **Acting President & VP Kobes:**

Meetings/Events:

President's Breakfast

CTV Interview

**Sheaf Interview** 

Patti McDougall and John Rigby

**ISSAC** 

Welcome Week

Carless Drive-In

University Students' Council

Orientation

University of Saskatchewan Indigenous Health Institute Announcement

#### Initiatives:

Campus Club Week

Presidential orientation

Event Plans in Progress:

None

#### **VP Moellenbeck:**

Meetings/Events:

Beth Bilson and Amanda Storey (re: Know Your Rights Week)

**USask Orientation** 

University of Saskatchewan Indigenous Health Institute Announcement

President Stoicheff

Initiatives:

Worked Campus Expo Booth

Worked USSU Booth for Welcome Week

Event Plans in Progress:

None

#### VP Wu:

Meetings/Events:

Executive

President Stoicheff

USC

USask Orientation (emcee)

Campus Expo

Hike, Bike, and Roll

Speed-Friending

Carless Drive-In

University of Saskatchewan Indigenous Health Institute Announcement

#### Initiatives:

Worked USSU Booth for Welcome Week

Submitted comm form for ASL Workshop

Student inquiries on USSU Parking Pass

EcoHack (approved \$1400 in Sustainability Fund)

Event Plans in Progress:

ASL Workshop (proposal passed)

#### 4. Business

#### 4.1 University Council - September 20th

President Kobes noted that he will not be attending University Council on September 20<sup>th</sup>. He thanked VP Moellenbeck for writing the address to University Council and for being the one to make the address at University Council on behalf of the USSU. GM Cottrell asked if the councillors who are on University Students' Council know which of them is also on University Council. President Kobes indicated that he believes they do as it was brought up at the USC meeting the previous Thursday.

#### 4.2 Women in Chemistry

Women in Chemistry has invited the Executive to an event they are hosting tomorrow, September 11, with the Hon. Maryam Monsef and the Hon. Kirsty Duncan. The event is in the Neatby Timlin Theatre at 2 pm. The Executive will try to attend if their schedules allow for it

#### **4.3 Funding Requests**

#### 4.3.1 Caveat Lector

Caveat Lector is asking for \$500 in XL Print & Design credit. Caveat Lector is the College of Law's newspaper. They run four issues per year. They have yet to pay their ratification fees this year. President Kobes thinks that the Executive should approve the funding pending ratification fee payment.

Move to approve \$500 in XL Print & Design credit, pending payment of ratification fees.

**EXECMotion024**: Kobes/Moellenbeck

Carried

#### 4.3.2 U of S Space Design Team

The U of S Space Design Team requested \$64.94 in XL Print & Design credit to create posters.

Move to approve \$64.94 in XL Print & Design credit.

EXECMotion025: Kobes/Wu

Carried

#### 4.3.3 Philosophy Students' Society

The Philosophy Students' Society is holding a Book and Bake Sale in the Arts Tunnel. They are requesting \$183 in cash funding for baking ingredients. GM Cottrell says this may be an issue because of food safety regulations and an exclusivity agreement with Treats in the food court. Stefanie Ewen says Adam Nobel goes over what can and cannot be sold at bake sales with all campus clubs when they book bake sales in the Tunnel in accordance with the exclusivity agreement.

Move to approve \$183 in cash funding.

EXECMotion026: Kobes/Moellenbeck

**Carried** 

The Philosophy Students' Society had a second funding request, asking for \$40 in cash funding for table supplies for Campus Club Week.

Move to approve \$40 in cash funding.

EXECMotion027: Kobes/Wu

Carried

#### 4.3.4 Filipino Students' Association

The Filipino Students' Association requested \$200 in cash funding and \$50 of Pepsi product for their event which serves as an introduction to Filipino history for new students.

Move to approve \$200 in cash funding and \$50 in Pepsi product.

EXECMotion028: Kobes/Wu

**Carried** 

#### 4.4 Committees of Council

GM Cottrell stated that there currently are not enough Members of Student Council to fill all spots on committees. There should be a hierarchy of committees that must be filled. She says USC may want spots left open on the committees for those elected in the upcoming byelection. However, the Elections Committee must be filled this week. President Kobes asked if GM Cottrell can send him a list of Councillors so that he can email the Appointments Committee to set up a meeting as soon as possible, in order to get the byelection process moving.

#### 4.5 ISC

President Kobes wants to set up a meeting with Regan Ratt-Misponas. VP Moellenbeck says that he will join him.

#### 4.6 VP Research Committee

Julian Demkiw sent an email to President Kobes regarding the search for a new VP Research at the University level. They need a USSU Executive to be on the search committee. VP Wu says that she will consider doing it.

#### 4.7 Louis' Dishwasher

Jason Kovitch told the Executive that Louis' needs a replacement dishwasher booster. A dishwasher booster is a part of the commercial dishwasher that makes the water temperature hot, quickly. The other components of the dishwasher are entirely intact. The booster must be replaced more frequently in order to meet health inspection standards. At the moment, it is functioning to the point of keeping the water hot, however it is leaving water stains on cutlery and glassware and is slowly breaking down. The servicemen who last examined the dishwasher said that there needs to be a permanent solution. The piece will cost \$5,165.94, and it must be replaced before the next health inspection in 2 months. GM Cottrell thinks that this money could come out of the Infrastructure Fund. VP Moellenbeck suggests that it should be brought to Council, then. Amanda informed the Executive Committee that the money should come out of the USSU operating budget, not the Infrastructure Fund, as this is only a repair.

Move to fund the replacement at \$5,165.94 plus labour, up to \$7000.

EXECMotion029: Kobes/Wu

Carried

#### 5. Adjournment

The meeting was adjourned at 9:32 am.

#### Association of Constituency Presidents Meeting Minutes for Tuesday, August 28, 2018

#### **Present**

Coden Nikbakht, President Rose Wu, VP Student Affairs Sheldon Moellenbeck, VP Academic Brent Kobes, VP Operations & Finance Sheldon Cousins, WCVM Olena Malko, Arts & Science Kagen Newman, STM Hannah Sollid, Kinesiology Steffany Mejia, Edwards School of **Business** Shanleigh McKeown, Engineering Cory Dyck, Education Kailee Hondros, Pharmacy & Nutrition Kate Morrison, Medicine Brett Maerz, Law Regan Ratt-Misponas, ISC

The meeting was called to order.

#### 1. Adoption of the Agenda

President Nikbakht asked if there are any objections to approving the agenda.

Move to adopt the amended agenda.

AOCPMotion001: Nikbakht

Carried

# 2. Minutes and Reports2.1 AOCP Minutes – February 25, 2018

#### 3. USSU Executive Addresses

VP Kobes stated that his portfolio deals with three main areas: transit, the USSU budget, and campus groups. Throughout the summer, he has been working with campus groups to take them through the ratification process. VP Kobes has also done some cleaning up of the Campus Group Policy and has added some new sections on the website for campus groups, including Food Handling. He has also been doing some professional development so that he can better help campus groups with professional development throughout the year. VP Kobes is working on updating the Campus Club Database to make it more efficient and modern. With the help of the Budget and Finance Committee, VP Kobes hopes to pass the Privacy Protection Policy so that any information collected during the ratification process is kept private between the VP Operations & Finance and the campus club involved. VP Kobes has produced an UPass Opt-Out Policy. VP Kobes has also made some adjustments to the Budget organization for better transparency and accountability. VP Kobes plans to continue to working with campus groups. He is attempting to plan an Income Tax Clinic. He is also planning Campus Club Week for September 17-21.

VP Moellenbeck said that his portfolio includes helping students through academic grievances and sitting on University Council and University-level committees. The projects that he is working on aim to advertise the services offered by the USSU and make these services more accessible to all students. One of his main projects is Face-To-Face. This project will involve a pop-up session in each college where the Executive can hear the needs of all students in their own environment, rather than staying only in Place Riel and Arts & Science. Dates are planned for the first term. VP Moellenbeck is also working on a Know Your Rights week. This campaign is meant to empower and inform students of their rights and responsibilities as students. There will be a variety of information sessions taking place. VP Moellenbeck is working on a project on how to talk to professors about adopting open textbooks. He is creating information sheets on how students can start that conversation with their professors. VP Moellenbeck is also working on a campaign to promote different scholarships that are often missed.

VP Wu said that her portfolio involves event planning and all other non-academic student affairs issues. In the summer, she began planning various events: Bringing in the Bystander training, #Didyouknow facts, Speed-Friending, River Clean-Up, Welcome Week Table Tennis, Halloween, Carbonless Concert. The Sustainability Fund has increased to \$15,000 this year.

President Nikbakht said that his portfolio is heavily focused on government relations. His intentions are to communicate on a multi-partisan, multi-level basis. He said they have met with a few MLAs already and have a meeting scheduled with Minister Beaudry-Mellor and Trent Wotherspoon. President Nikbakht also sits on the Board of Governors. He sits on the Board to voice student concerns at the University-level. He is also involved with the Saskatchewan Students' Coalition where they advocate for student needs as a coalition. Over the summer, President Nikbakht added a language option to the USSU webpage. The website is now available in over 70 languages and there are more to come.

Member Ratt-Misponas asked how many Indigenous languages they have been able to translate the website into?

President Nikbakht noted he would have to look into that. If there are any language suggestions, please bring them forward.

President Nikbakht is working on a Speakers Series where students can network and engage with each other as well as the community. Neither the date nor speaker is set.

Member McKeown asked VP Kobes if the changes to the Campus Group Policy have already been made?

VP Kobes said that they have.

Member McKeown asked how he can do that without passing it through USC?

VP Kobes said that in lieu of the Budget and Finance Committee, the Executive Committee takes on those responsibilities over the summer. Therefore, the approval of the new Campus Club Policy was passed via the Executive Committee.

Member McKeown asked VP Moellenbeck about his campaign to promote unpopular scholarships. This is a common problem in the College of Engineering. Can VP Moellenbeck work with colleges to promote college-specific scholarships?

VP Moellenbeck noted he does not know. He has been working with Alex Beldan from the Student Finance and Awards Office on awards from the general reserve. VP Moellenbeck said he will reach out to Alex to see if he has any information on the College of Engineering or if he has a contact that could help.

Member McKeown said that in the College of Engineering they have a separate application. Half of the scholarships are run centrally and half through the college.

Member Ratt-Misponas asked if the scholarships VP Moellenbeck is promoting are all internal scholarships or if it also includes external scholarships as well?

VP Moellenbeck said both internal and external scholarships are being promoted.

A member asked VP Moellenbeck if he is working with faculty members on this scholarship promotion project?

VP Moellenbeck said he wants to reach out to the undergraduate chairs and faculty. Also, the USSU has a research symposium on January 31, 2019.

Member Ratt-Misponas asked VP Moellenbeck if he will be reaching out to the 75 First Nations across Saskatchewan that offer scholarships to students and if he will work with other Indigenous organizations such as FSIN?

VP Moellenbeck asked if Member Ratt-Misponas means asking them for more scholarships or reaching out to promote the existing scholarships?

Member Ratt-Misponas said the latter.

VP Moellenbeck said he would love to do that. He will take that suggestion into account.

Member McKeown asked VP Wu why the Sustainability Fund is not available for travel?

VP Wu said that is because in the policy it states that the fund is only for sustainable initiatives.

VP Kobes said that the USSU does not fund any travel because in the summer the USSU writes a cheque to ISSAC for study abroad travel. The USSU does not fund any other travel. If the USSU were to fund travel, it would overwhelm the budget.

Member Ratt-Misponas asked VP Moellenbeck how many students have come to him in the summer so far with academic grievances, specifically those looking to appeal RTDs?

VP Moellenbeck said he does not have the exact number. He said there has been a decline in the number of students reaching out, specifically regarding RTDs. He thinks this is because often students do not know who to talk to. Often the staff will tell students to talk to their USSU representative, but they are not comfortable with coming to talk about it. This is why VP Moellenbeck wants to host Face-to-Face sessions.

Member Dyck asked VP Wu if the USSU would be willing to organize collaborative events between the many student groups?

VP Wu agreed that this is something we lack at the University and that she is open to taking on this initiative.

VP Kobes said he does not think it is the role of the USSU to enforce that collaboration. By having these AOCP meetings, the networks between college societies can be built up to produce those kinds of collaborative conversations. One of the things that changed in the campus group policy is that the USSU has the right to advertise for societies on the plasma screens in an attempt to further enhance student activities on campus.

VP Moellenbeck said that through USC, there is a time for Councillors to provide reports and make announcements on behalf of their constituents.

Member Morrison said that one thing that inhibits collaboration is a lack of contact information of other AOCP members. It would be helpful to have that information to make those connections.

Member Ratt-Misponas asked President Nikbakht how many Board of Governor meetings he has attended so far and what student concerns he has brought forward thus far?

President Nikbakht said there have been three Board of Governors meetings so far, as well as Board of Governors retreats. The content that is discussed at these meetings is confidential. If there is ever anything that students want brought forward to the Board of Governors, one can rest assured that that information will be brought forward.

Member McKeown asked for clarification that if students ask for information to be brought forward to the Board of Governors, President Nikbakht cannot actually confirm whether those issues were discussed?

President Nikbakht said that that is a valid concern. He has signed papers saying that what is discussed at the Board of Governors is confidential. If students are interested in discussing the specifics, he can contact Beth Bilson to say that some students are interested in knowing what was discussed and request the minutes from the meeting.

Member Ratt-Misponas requested that President Nikbakht contact Beth Bilson for the minutes from the Board of Governors.

Member Ratt-Misponas asked if the Executive, in taking the place of the Budget and Finance Committee over the summer, also takes the place of University Students' Council over the summer?

VP Kobes said no. The USC has different roles and responsibilities as outlined in the Bylaw than the Budget and Finance Committee. The VP Operations & Finance has to be able to pass campus club funding throughout the summer to operate as normal. It is outlined in the bylaw.

Member Ratt-Misponas asked if the USC maintains sole power over impeachment, even throughout summer?

VP Kobes said he does not know. It is not outlined in the Bylaw.

Member Ratt-Misponas asked who would have an answer to that question.

VP Kobes said he would have to consult the USSU's lawyer or Chairperson Scott Hitchings to get him an answer.

Member McKeown said for impeachment there needs to be a petition signed by 5% of the USSU members and then it has to be passed through Student Council.

VP Moellenbeck clarified that the petition requires 5% of the student body to sign which brings forward a Special General Meeting of USC. Impeachment can also be brought up as a simple resolution at a USC meeting.

VP Kobes continued saying that a simple resolution would then bring forth an SGM that would occur two weeks from the resolution.

President Nikbakht said if there are any last questions or concerns to bring them forward.

Member McKeown said that she recognizes these meetings only happen once a term. The Engineering Students' Society were wondering if it is possible to have more AOCP meetings than one per term so that the colleges can feel more connected to the USSU.

President Nikbakht said absolutely, if that is an interest from AOCP. The Executive wants to be more engaged with the student body.

VP Moellenbeck said that there are weekly USC meetings. Student Councillors should be reporting back to the constituency associations, but if that open communication is lacking, the Executive should be informed. AOCP happens less frequently as that onus is on Student Council.

VP Kobes said that every undergraduate student is welcome to attend Student Council on Thursday evenings.

Member Ratt-Misponas said that ISC does not sit on many committees that have a say in University indigenization. He asked if the Executive could provide a report to the ISC or to all student societies on what is being done to improve indigenization and reconciliation on campus.

Member Dyck said he would second that as the College of Education has many Indigenous students, including the SUNTEP and ITEP programs.

President Nikbakht said he can definitely provide that.

Member Ratt-Misponas said he is calling for a sovereign Indigenous Student Union. It is something that is still being worked on. He talked about the two-row wampum belt and its symbolism as two boats travelling side by side at the same speed, without interfering with each other. Member Ratt-Misponas feels as though traditional Indigenous systems are not being seen as equal to Western systems. He wants Indigenous students to feel empowered in having a say in how the University is run.

Member McKeown said that there have obviously been a lot of issues with the previous General Election in the spring. She is wondering how the USSU will be moving forward and addressing these issues.

President Nikbakht asked for specifics.

Member McKeown said there were issues with accusations that arose during the voting period, whether founded or unfounded, that have caused concerns among students who are wondering if they will be addressed by the USSU in any capacity.

President Nikbakht said that he will have to get back to her on what the USSU will be releasing to the public, if anything. He said that the USSU is governed by the Charter of Rights and Freedoms and the law, and then by the Non-Profit Corporation Act. From there, the Bylaw and individual policies govern the USSU. The USSU is always in consultation with their lawyers to ensure the USSU is in accordance with their governing documents.

VP Moellenbeck said that the Executive, as Directors of the Union, are ardent supporters of ensuring students are able to live their lives free of sexual assault. The three VPs have all taken Bystander Intervention Training and the USSU hosts Sexual Assault Awareness Week. This tradition will not change; Sexual Assault Awareness Week will proceed this year.

#### 4. Next AOCP Meeting

President Nikbakht asked how many meetings the membership would like this year.

Member Dyck requested four for the school year, two per term.

Member Morrison asked that it stay two per year due to the busy schedules of students.

Member McKeown requested three per year.

Member Maerz agreed that two meetings would be enough.

Member Ratt-Misponas agreed that three meetings would be appropriate.

Member Morrison said that if three is the decision, the second meeting should be at the beginning of next semester to avoid meetings during final exam season.

# 5. Adjournment



# **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

Kristen Daniels
September 10, 2018
Caroline Cottrell
General Manager
University of Saskatchewan Students' Union
Dear Ms. Cottrell
I would like to inform you that I am resigning from my position as Member of Students' Council for the
College of Arts and Science, effective September 10, 2018.
My analogies for the short notice, some personal reasons some up and I will be larger he ship to ettend
My apologies for the short notice, some personal reasons came up and I will no longer be able to attend the USC meetings on Thursday evenings.
I thoroughly enjoyed my time while being an MSC. It has been a pleasure working with you and the
USSU from 2014-2016.
Sincerely,
Sincerely,
Miston Davide

Kristen Daniels

	Sept. 6									
Albert, Mike	P									
Aman, Mike	P									
Andraos, John	P									
Dierker, Meaghan	P									
Flynn, Amy	P									
Han, Yifan	P									
Klassen, Lauren	P									
Kobes, Brent	P									
Koh-Steadman, Noah	R									
Moellenbeck, Sheldon	P									
Munoz Pimentel, Carlos	P									
Reaser, Jacob	P									
Rosas, Erick	P									
Simons, Gabe	P									
Thomson, Emma	P									
Wu, Rose	Р									

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

CE - Communication Error PG: Permission Granted

#### University Students' Council Agenda September 27, 2018 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 StudentCare
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes September 13, 2018
  - 4.2 Executive Committee September 17 & 24, 2018
  - 4.3 Academic Affairs Committee Minutes and Report
  - 4.4 Appointments Committee Minutes and Report September 19, 2018
  - 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. New Business
  - 6.1 Appointment of Councillor to University Senate
- 7. Business
- 8. Questions, Comments, and Announcements
- 9. Adjournment

#### University Students' Council Minutes for Thursday, September 13, 2018

#### Present

Brent Kobes, Acting President & VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering John Andraos, Pharmacy & Nutrition Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Lauren Klassen, Education Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM Noah Koh-Steadman, Engineering

#### Also present

Scott Hitchings, Chairperson Caroline Cottrell, General Manager

#### Regrets

Erick Rosas, International Students

#### Absent

#### **Guest List**

Emily Migchels Tanner Bayne Jonathan Halvorson The meeting was called to order at 6:00 p.m.

#### 1. Adoption of the Agenda

President Kobes requested to move 6.1, 6.2, and 6.3 from New Business to Business, and add 7.7 Election of Councillors to CEDT and 7.8 Election of Councillors to Academic Affairs Committee.

Move to adopt the amended agenda.

USCMotion005: President Kobes/VP Moellenbeck

Carried

#### 2. Introductions

President Kobes introduced Emily Migchels and Tanner Bayne from The Sheaf, Member Jonathan Halvorson, and Shawn Burt from Huskies Athletics.

#### 3. Council Addresses

Move to enter informalities until the end of Council Addresses. **USCMotion006**: President Kobes/Councillor Koh-Steadman

Carried

#### 3.1 Shawn Burt, Chief Athletics Officer – Huskie Athletics

Mr. Burt said the purpose of his address tonight is to educate Councillors on the future of Huskie Athletics and to get their help. Huskie Athletics needs to figure out a comprehensive student engagement strategy. Mr. Burt wanted to provide context on what is being done at the Physical Activity Complex and also get feedback from student leaders on what can be done to engage students. Huskie Athletics has a brand-new governance model with a new Mission, Vision and Values structure. Huskie Athletics no longer reports to the College of Kinesiology but rather to a Board of Trustees constituted of 5 members across campus including Patti McDougall and Peta Bonham-Smith. Huskie Athletics needs external and internal support to make change. Huskie Athletics wanted their vision and mission to be very succinct and aspirational in what they are trying to accomplish, which is to be number one in an all-encompassing way. The new mission is to enable the pursuit of academic and athletic greatness. Huskie Athletics should be a key component of the student experience on campus. Mr. Burt stated that the creed is what Huskie Athletics stands for and how they achieve the greatness they are pursuing. Mr. Burt said that, from a survey, there was about a 75% awareness on campus of the construction of Merlis Belsher Place. Merlis Belsher Place will be world class with 2700 seats, expandable to 3500 seats, a dedicated student zone, in-seat service, group ticket programs, etc. The names of season ticket holders and donors will be in the ice for the season. Most importantly, Mr. Burt asked how they are doing and how they can be doing better? Is Huskie Athletics relevant? Is it an option in regard to entertainment options for students? Does Huskie Athletics create a sense of belonging? Is it a source of student

pride? What is the best process to seek out these answers from students? Mr. Burt asked the Councillors for their feedback.

Councillor Simons stated that he was fortunate enough to play Huskie Football previously. He wished that during his time as an athlete there had been better academic support for athletes. He asked if there have been any changes to the academic support model for athletes?

Mr. Burt said it is their duty as a part of an academic establishment to graduate contributors to society beyond their athletic careers. Huskie Athletics is looking at a better academic support model to help their athletes succeed. Huskie Athletics needs to focus not just on struggling students, but student athletes on the cusp of being All-Canadian Athletes and how they can reach that achievement. It is a big priority for him.

Councillor Simons said he wasn't sure if there was any mental health support when he was an athlete. He asked if there have been any mental health supports put in place?

Mr. Burt replied that Huskie Athletics is in the final stages of hiring a Mental Health Support person in partnership with the College of Kinesiology. He said there has been plenty of evidence that student athletes today face far too much stress, particularly due to the role of social media in people's lives today. Mental health is a crucial component of student athlete life. This resource should be in place by early October.

Councillor Muñoz Pimentel asked if Huskie Athletics has considered hosting different types of events in Merlis Belsher Place that cater to a variety of students?

Mr. Burt said that they will be using it as a multi-use facility. It will be a gathering place for the community. The arena will be used for concerts, the arts, trades shows, etc. Huskie Athletics needs to ensure that people are brought into that facility whether hockey fans or not. There is a third-party facilitator, New Stadia, which will effectively manage concerts. The arena will have a capacity of approximately 3000 for concerts, growing eventually to around 3500.

VP Moellenbeck asked if there is the possibility for students to get event tickets online, rather than having to visit the PAC?

Mr. Burt said that they are looking at different options. It will take some time. However, online sales are the way in which they need to progress. Mr. Burt has looked into an application called ReplyBy which is a text-ticket platform. He noted that they do have some catching up to do on that front.

Councillor Albert said that season tickets are sold out for the new Merlis Belsher Place. He asked how tickets will be allocated for the season for students?

Mr. Burt said that they are not sold out. They have sold about 1200 seats to the general public. The student zone has about 520 seats. It was built this way because Huskie

Athletics does not have a barometer to measure student engagement with Huskie Hockey due to the size and state of Rutherford Rink. If that area was full, they would look at other ways to accommodate the student body.

Councillor Klassen asked, in regards to fostering other student interests, would Huskie Athletics be open to student-led events? For example, student band performances.

Mr. Burt replied saying that Huskie Athletics needs to provide a sense of ownership to students. Any type of student engagement is on the table. He has had conversations with Deans across the colleges on this topic. He has had the conversation on students voting on the creation of the playlist used in the arena at hockey games. He asked for guidance on how to make that a reality.

VP Wu asked when MBP is ready, if they have thought about hiring students?

Mr. Burt said absolutely, Huskie Athletics wants students on the front line.

Councillor Aman asked if student engagement is not ideal at the moment?

Mr. Burt said relatively, in comparisons with other U15 programs, Huskie engagement is pretty strong. However, it is very variable. This variability could be due to weather, facilities, etc. Huskie Athletics has a duty to add to the student experience and they are hoping these new facilities will do that. He wants students to get excited about Huskie Athletics events. He believes that they can always do better, and he feels very strongly about giving students a voice to shape the future actions of Huskie Athletics.

Member Halvorson asked how, in comparison to Rutherford, MBP will be better connected to campus, despite being partially off of the central campus?

Mr. Burt said it is something that they need help figuring out. Options to look at include things like shuttle services. Huskie Athletics is aware of these challenges but they are not yet sure of how impactful the challenges will be. With ride-sharing coming to Saskatoon, Mr. Burt has reached out to Lyft to discuss potential shuttling services for students if this is a challenge that is impacting student engagement.

President Kobes asked how MBP works in regard to the College Quarter Master Plan or the University Recreation Master Plan?

Mr. Burt replied saying that MBP is unique with the amount of money fundraised to create this arena. It is a statement around College Quarter and future plans. The next major focus would be Griffiths Stadium. Mr. Burt said he knows there are big plans across Huskie Athletics and the College of Kinesiology to fix up Griffiths Stadium. He thinks that the game experience is disjointed from the facility status. He would be more than happy to dig into further information to answer President Kobes' question.

Councillor Muñoz Pimentel said that he has personally never attended a Huskie event and has historically felt disconnected from the Huskie brand. He asked if there is a way for student athletes to reach out and promote their own games to students?

Mr. Burt said this is something he could use assistance with. Huskie Athletics does not want students to think that student athletes are any more special than other students on campus. They want to engage with other students on campus. He wonders if they do a good job of promoting themselves because ultimately this generation is constantly connected with social media. Is Huskie Athletics irrelevant? Disconnected from campus? They would love and welcome the opportunity for student athletes to be involved in the promotion of games, but what does that look like?

Councillor Flynn suggested inviting students to the rink to try out skating and have Huskie athletes attend to introduce themselves.

Mr. Burt agreed with this notion. MBP is a student facility. Campus Rec will be very present in that facility. SMHJ will also take up a significant number of hours in that facility. They want students to feel connected to the facility.

Councillor Aman questioned the advertising strategy of Huskie Athletics. He has not seen advertising for the past few Huskie games. He asked if the advertising strategy is aligned with student interests?

Mr. Burt acknowledged that certain types of media and advertising are dying. Huskie Athletics has hired salespeople to sell season tickets and sponsorship, and they are doing much more on an outreach basis. He is concerned that they are not relevant if they are not being paid attention to. Huskie Athletics has an app that they believe can be a strong outreach tactic, but how do they ensure students are downloading that app? What are the steps to break through with the younger demographic? He believes that they need to build Huskie pride to drive downloads of the new app. Social media is a big factor for their branded content. They want to produce some behind-the-scenes content. He does not want to spend money on posters if they are only producing white noise among the student body.

Councillor Reaser shared that he had to use Google to discover if he could attend games other than football for free. He was unaware of this.

Mr. Burt noted that part of student fees on campus provide access to all Huskie events on campus. The access is there but communicating this to students needs to be done better.

Councillor Simons noted that after he stopped playing Huskie Athletics he was surprised to know that most students did not know events are free. He was also surprised to know that people do not tend to go to games to support Huskies as a whole, but rather to support individuals that they know on the team.

Mr. Burt acknowledged that when you are so immersed in your job, it's hard to know how students are feeling. He noted that they need to humanize the brand more. The brand is all about the student athletes and those connections. Huskie Athletics would like to work with colleges to promote student athletes on campus.

GM Cottrell said that if there is any way that the USSU can help in promoting ticket sales, that offer stands. She also said that she would like some Huskie hockey players to come to the Rink in the Bowl this year to help promote it to students.

Mr. Burt said yes, this is a discussion that should be had. He would love to partner with the USSU to attempt to drive student engagement. He believes they would see a return on that investment. They need to develop a better strategy to build pride on campus.

Member Halvorson said that after playing Huskie basketball, he noted that the games started quite late. Often after halftime, most of the crowd had left.

Mr. Burt said it is about knowing your audience. If they want to be a family friendly audience, they do need to look into changing game times. However, they are somewhat beholden to Canada West travel times and facility availability. He is wondering if there is a way to tweak that to make games more accessible.

Councillor Muñoz Pimentel suggested revamping the Huskie website to make finding ticket sales and schedules more interactive online.

Mr. Burt said perhaps there should be a "For Students" section of the website. Less is more; short and sweet is better.

Councillor Reaser suggested there should be some marketing in the Bowl or throughout campus.

Mr. Burt said perhaps the call to action should change from, "Come to Huskies games", to, "Download the app". This might drive engagement in a different way. There seems to be a general awareness, but the problem is engagement. He noted that they need student feedback and value feedback. They are prepared to do whatever they can to accommodate student interests. He suggested sending out a student survey.

#### 4. Minutes and Reports

- 4.1 USC Minutes September 6, 2018
- 4.2 Executive Committee September 5 & 10, 2018
- 4.13 Association of Constituency Presidents Minutes and Report August 28, 2018

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

Move to accept the minutes and reports into the official record. **USCMotion007**: President Kobes/Councillor Han

Carried

#### 6. New Business

#### 7. Business

Chairperson Hitchings announced that due to time constraints, they will begin with elections to committees.

#### 7.1 Elections of Councillors to Elections Committee

President Kobes said that 2 Councillors are needed to fill the Elections Committee.

Move to open nominations to Elections Committee.

USCMotion008: President Kobes/Councillor Aman

Carried

Councillor Koh-Steadman asked if he can nominate everyone?

Chairperson Hitchings said that he can, but first, is there anyone who has a genuine interest in the committee? He then said that with everyone nominated, he will ask every Councillor in turn.

Councillor Koh-Steadman declined the nomination.

Councillor Thompson accepted the nomination.

Councillor Dierker declined the nomination.

Councillor Albert declined the nomination.

Councillor Simons declined the nomination.

Councillor Han accepted the nomination.

Move to close nominations to the Elections Committee.

**USCMotion009**: President Kobes/VP Moellenbeck

Carried

Councillors Thompson and Han have been elected to the Elections Committee.

#### 7.2 Elections of Councillors to Budget and Finance Committee

President Kobes said that the Budget & Finance Committee will be filling 3 out of 4 Councillor seats. They will wait until after the by-election to fill the final seat.

Move to open nominations to Budget and Finance Committee.

USCMotion010: President Kobes/VP Wu

Carried

Councillor Koh-Steadman nominated Councillor Aman.

Councillor Aman asked how often the Budget and Finance Committee meets?

President Kobes said the Budget and Finance Committee meets once a week, usually between an hour to an hour-and-a-half.

Councillor Aman accepted the nomination.

VP Moellenbeck nominated Councillor Koh-Steadman. Councillor Koh-Steadman accepted the nomination.

VP Moellenbeck nominated Councillor Simons. Councillor Simons accepted the nomination.

With no opposition, Chairperson Hitchings closed nominations to the Budget and Finance Committee.

Councillors Aman, Koh-Steadman, and Simons have been elected to the Budget and Finance Committee.

#### 7.3 Elections of Councillors to Sustainability Committee

Chairperson Hitchings stated that 3 Councillors will be elected to this committee. With no opposition, Chairperson Hitchings opened nominations to the Sustainability Committee.

Councillor Klassen nominate herself.

Councillor Reaser nominated himself.

Councillor Dierker nominated herself.

With no opposition, nominations to the Sustainability Committee were closed.

Councillors Klassen, Reaser, and Dierker have been elected to the Sustainability Committee.

#### 7.4 Elections of Councillors to Code of Ethics and Disciplinary Tribunal

Chairperson Hitchings stated that 3 Councillors will be elected to CEDT. With no opposition, Chairperson Hitchings opened nominations to the CEDT.

Councillor Albert nominated himself.

Councillor Simons nominated himself.

Councillor Muñoz Pimentel nominated himself.

With no opposition, nominations to CEDT were closed.

Councillors Albert, Simons, and Muñoz Pimentel have been elected to the CEDT.

#### 7.5 Elections of Councillors to Academic Affairs Committee

Chairperson Hitchings stated that 3 Councillors will be elected to the Academic Committee. With no opposition, Chairperson Hitchings opened nominations to the Academic Committee.

Councillor Muñoz Pimentel nominated himself.

Councillor Han nominated himself.

Councillor Albert nominated Councillor Flynn. Councillor Flynn accepted her nomination.

With no opposition, nominations to the Academic Committee were closed.

Councillors Muñoz Pimentel, Han, and Flynn have been elected to the Academic Committee.

#### 7.6 Counters in the Arts Tunnel

President Kobes stated that a few weeks ago, the Executive Committee received a funding request of \$1200-\$1500 from ISSAC to remove the computers and large counter in front of ISSAC in the Arts Tunnel. The Executive Committee wanted to bring the request to USC to take the money out of the Infrastructure Fund, a Fund that can only be altered by USC.

Move to accept the \$1500 funding request from ISSAC from the Infrastructure Fund. **USCMotion011**: President Kobes/VP Moellenbeck

Councillor Aman asked if ISSAC will be contributing any money of their own to help cover the cost?

President Kobes said that his understanding is that ISSAC is receiving money from multiple sources, however, the USSU is expected to cover this portion of the project as the computers were originally a USSU Executive Project.

Councillor Thompson asked what will happen to the computers?

President Kobes said that at this point in time, no decision has been made on the future of the computers.

Councillor Aman clarified that the computers will not be thrown away, they will be repurposed?

GM Cottrell stated that if the USSU has any say over them, the USSU's first position would be to attempt to give them to schools, or the Friendship Inn, etc. Failing that, they would go to SARCAN.

Councillor Reaser asked if the \$1500 includes the cost of making the mural or if it is just removal cost?

President Kobes replied that it is just the cost of removal.

Councillor Simons asked how the figure of \$1500 was landed upon?

President Kobes stated that that was not detailed in the information that he received.

GM Cottrell said that it was a figure provided by Facilities Management. She noted that USC can cap the USSUs contribution to the project at \$1500.

Councillor Albert stated that he would be comfortable providing up to \$1500.

Councillor Koh-Steadman asked how big the Infrastructure Fund is?

GM Cottrell replied that it is a very large Fund, with around \$1.5 million in reserve.

Councillor Han asked how often those computers are being used by students?

President Kobes said that he has no empirical data, but anecdotally, he rarely sees people using them.

Councillor Reaser asked if the energy consumption kiosk will be relocated?

President Kobes replied that the kiosk has been provided by the Office of Sustainability. With the removal of the counters, they would attempt to relocate it as it is a part of a larger campus-wide initiative.

Councillor Simons asked what the purpose of the Infrastructure Fund is and why the money would come from this fund instead of a different budget line?

President Kobes noted that the Infrastructure Fund was created to build Place Riel and update the MUB. Its purpose is to maintain the USSU facilities. The Executive Committee decided to bring it to Council as it does fit under Infrastructure Fund but also engages Council.

Carried

## 7.7 Student Infrastructure Policy

President Kobes noted that there have been a number of wording and policy changes in the Student Infrastructure Policy. The changes are meant to clean up the language of the policy. The current language and formation of the policy limits the ability of the Union to move forward in many ways. The USSU banking procedure uses swap derivatives. Due to the timing of entering the market, the USSU has never been able to make money out of this system. The changes to the policy would allow for more flexibility.

GM Cottrell noted that the policy is not as clear as was originally intended to be in regard to spending money from reserve. GM Cottrell says that, if in the right position, the USSU could take money from the reserve and put it toward what is owed on the mortgage of Place Riel.

Move to adopt the amendments to the Student Infrastructure Policy. **USCMotion012**: President Kobes/Councillor Simons

Councillor Simons asked if, in Section 5, any excess revenues or expenses that can only be spent by Council can only be spent on renovations to USSU facilities or mortgage payments? His assumptions are confirmed.

GM Cottrell clarified that previously, the Fund had been used to approve furniture. Council could make the policy more explicit. The intent is to include furniture.

Councillor Simons noted that he would interpret "maintaining" the building as including furniture.

Carried

#### 7.8 Lower Place Riel

President Kobes highlighted that in May the USSU received notice that the Campus Computer Store would cease their status as a tenant in Lower Place Riel. As of August 1, the USSU is no longer receiving rent from that space. The space was designed specifically for the Campus Computer Store and therefore does not have things like plumbing that are needed for certain tenants. President Kobes wanted to inform Council that in the future, there may be financial asks coming to Council for renovations to that space to make it more accommodating for future tenants.

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

VP Wu announced that there is an American Sign Language workshop on Thursday, September 20 from 1:30-2:30. Those interested should sign up online at ussu.ca/asl.

VP Moellenbeck announced that the University is having their annual Building Reconciliation Internal Forum on Tuesday, September 18. They need notetakers.

VP Moellenbeck promoted Sexual Assault Awareness Week. Take Back The Night is this evening, where participants will march to the YWCA.

President Kobes highlighted that next week is Campus Club Week. There will be a reception for Campus Club Week.

President Kobes also said that Student at Large's are still needed for Committees.

Councillor Simons asked when the byelection will be?

President Kobes stated that the Appointments Committee has set their meeting date for September 18. From there, the Elections Committee will be filled. Council will then approve of the ACRO. Then a schedule will be released. Likely, the byelection will be in the middle of October.

## 9. Adjournment

# **Executive Meeting Minutes for September 17, 2018**

Present: Acting President & VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

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

### 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **Acting President & VP Kobes:**

Meetings/Events:

Tanner @ The Sheaf (re: interview about transit)

Beth Bilson (re: the Board of Governors)

Women's Ultimate Frisbee Team

U of S Agros Clubs Meet and Greet

Planning and Priorities

**Student Complaint** 

**Council Orientation** 

Governance Committee Meeting

University Students' Council

Special Board Meeting

Face to Face

Holiday Inn Grand Opening

Initiatives:

None

Event Plans in Progress:

Campus Club Week Preparation

**Income Tax Clinic Preparation** 

#### VP Moellenbeck:

Meetings/Events:

Student Learning Services (re: Know Your Rights Week)

**University Council Orientation** 

Teaching, Learning, and Academic Resources Committee

**Academic Programs Committee** 

Face to Face

Research, Scholarship and Artistic Work Committee

University Students' Council

Two students (re: new grievances)

**Initiatives:** 

University Council meeting preparations

Event Plans in Progress:

Various

#### VP Wu:

Meetings/Events:

Executive

Tanner @ The Sheaf (re: interview about parking)

**University Council Orientation** 

Darwin Roy (re: Student Experience initiative)

University Students' Council Mariella (re: hosting TedX)

Face to Face

Initiatives:

Booth at Ag Campus Club

Selected individuals for the parking program

Event Plans in Progress:

Finished ASL sign up sheet and website sign-up

Made Facebook event for River Clean-Up and checked logistics

#### 4. Business

## 4.1 Annual General Meeting

Jason Ventnor advised the Executive to look at the Bylaw and prepare any amendments that they think need to be passed at the Annual General Meeting (AGM). VP Moellenbeck asked how the Executive feels about changing the part of the Bylaw which allows Executive members to maintain their role without taking classes. GM Cottrell said that if this is something they want to change, it would have to be brought forward as an amendment at the AGM. VP Moellenbeck asked if there needs to be a clarification in the Bylaw regarding the role of abstentions in an election, specifically in the case of acclamations. GM Cottrell suggested also looking at clarifying the petition guidelines in the Bylaw. VP Moellenbeck again asked how the Executive feels about reinstating the necessity for Executive members to take a class in order to maintain their role. President Kobes said that he is worried about the tension that could create with the Registrar's office. VP Moellenbeck noted that not having to take classes is nice for any potential Executive members who face learning challenges, as they still have the option to take on the role. However, he also noted that classes are important as they ground the Executive as students.

## 4.2 By-Election

Jason Ventnor informed the Executive that an election schedule should be approved soon, and, ideally, the by-election will be held in the middle of October. He advised the Executive to encourage people to run for open positions and to tell Councillors to talk to people in their

colleges about running for empty seats. Jason Ventnor hopes that the call for nominations will go out next week. GM Cottrell said that someone should make sure to send an email to AOCP to promote running for seats to their constituents.

#### 4.3 AOCP Answers

GM Cottrell said that while reading the minutes from the last AOCP meeting, she realized that there were questions asked that the Executive promised answers to. GM Cottrell recommended that the Executive read the minutes and follow up with AOCP by sending written answers to their questions long before the next meeting.

## 4.4 Remembrance Day and The Great War Bench

GM Cottrell informed the Executive that she had meetings last week with the Great Memorial Bench Committee and the A/VP University Relations. Alumni Relations is planning to hold an entire Remembrance Week for veterans. During this week, on November 8, there will be a ceremony in Louis' Loft to unveil the Memorial Bench. There will also be a formal unveiling of the new plaque in the Loft for Lt. Boyes. GM Cottrell told the Executive that the USSU usually holds a Remembrance Day ceremony on November 11. GM Cottrell suggested that it not be done this year as the numbers in attendance have declined significantly, with only 12-14 people in attendance last year. Previously, the Remembrance Day ceremony was organized by the Multi-Faith Chaplains. Faith Leaders Council is not taking on this task. GM Cottrell advised the Executive that they could use the money that is traditionally spent on the November 11th ceremony on the ceremony taking place on November 8. She noted that the USSU will still have a wreath to lay in the city-wide ceremony. VP Moellenbeck and President Kobes expressed their support for using the money on the November 8th ceremony instead of the November 11th tradition. GM Cottrell suggested they explore this further. She has asked Russ Isinger to unveil the plaque and Patrick Hayes to talk about the fireplace renovation in the Loft.

## 4.5 Meetings with Tina Beaudry-Mellor and Trent Wotherspoon

President Kobes reminded the Executive that they have meetings with Tina Beaudry-Mellor, Minister of Advanced Education, and Trent Wotherspoon, Critic for Advanced Education, in the first week of October. He wants to have a longer discussion with the Executive on their priorities for these meetings in preparation for both.

## 4.6 Out of Town Trips

GM Cottrell suggested that if the Executive are interested in taking any business trips out of the city, they should do so before the weather worsens for the winter. She informed the Executive that the Prince Albert campus has called the USSU about organizing a visit from the Executive. GM Cottrell suggested the Executive consider visiting the Prince Albert, Yorkton, and La Ronge campuses. VP Moellenbeck said that he likely cannot attend due to his schedule, having commitments Tuesdays through Fridays. VP Kobes said that he does not want to spend a lot of money on these trips if there won't be sufficient time for interaction

with those on these campuses. VP Moellenbeck said that it is important to be accessible to these students and meet them in their environment.

## 4.7 Human Resources Policy and Cannabis

GM Cottrell noted that the only section of the HR Policy that speaks to alcohol is under "Termination With Cause". She suggested adding a specification about drinking at work, as well as about smoking cannabis before and at work, to the policy. VP Moellenbeck asked if there needs to be a clarification about if that applies to both employees and contractors. GM Cottrell said that that is already made clear in the policies. She then suggested also adding a cannabis impairment provision to the Executive Protocol.

### 4.8 TedX

VP Wu said that she had previously considered hosting a TedX event on campus. VP Wu noted that you cannot pay the speaker, the speaker must volunteer. GM Cottrell suggested talking to the Media Production team at the University. She suggested Convocation Hall as a venue. VP Wu noted that there can only be 100 people in attendance. She understands that the speaker must be a big name who can cover a broad topic. VP Wu said that the first step is to apply for a license, which takes approximately three months to process. VP Wu asked for support in moving forward with this. She said that she will take it to the Student Affairs Committee. President Kobes expressed that he wants to see a budget. VP Wu said that the event would take place in March, at the latest.

### 4.9 University Students' Council

President Kobes said that there will be no USC meeting on September 20. He noted that he has nothing new to bring to Council this week and also would not be able to attend if there were a meeting. GM Cottrell reminded the Executive of the need to find a new chairperson for USC as soon as possible. The Academic and Governance Assistant will send out and email to Council about the upcoming USC cancellation.

### 4.10 Funding Requests

## 4.10.1 Anatomy and Cell Biology Club

The Anatomy and Cell Biology Club requested \$30 in XL Print & Design credit to purchase membership cards. GM Cottrell asked if this falls under administrative costs, something that the USSU does not fund. President Kobes said usually, yes, but they plan to sell them as a fundraiser.

Move to approve \$30 in XL Print & Design credit for the Anatomy and Cell Biology Club.

EXECMotion030: Kobes/Moellenbeck Carried

## 4.10.2 Pre-Vet Club

The Pre-Vet Club requested \$80 in Pepsi product.

Move to approve \$80 in Pepsi product for the Pre-Vet Club.

EXECMotion031: Kobes/Wu Carried

## 4.10.3 Spectrum

Spectrum requested \$500 in XL Print & Design credit for the printing of promotional materials for their annual conference.

Move to approve \$500 in XL Print & Design credit for Spectrum.

EXECMotion032: Kobes/Wu

Carried

## 4.10.4 U of S Student Chapter of Wildlife Disease Association

U of S Student Chapter of Wildlife Disease Association requested \$261.50 in cash funding for supplies for a BBQ event.

Move to approve \$261.50 in cash funding for the U of S Student Chapter of Wildlife Disease Association.

EXECMotion033: Kobes/Moellenbeck

Carried

### 4.10.5 Latin American Students' Association

The Latin American Students' Association emailed President Kobes on Friday in an emergency requesting \$150 of Louis' credit and \$365 in cash funding for their Welcome Back Festival at Louis'. President Kobes approved them quickly, but is looking for retroactive secondary approval of the Executive.

Move to approve \$150 in Louis' credit and \$365 in cash funding for the Latin American Students' Association.

**EXECMotion034**: Kobes/Moellenbeck

Carried

### 5. Adjournment

The meeting was adjourned at 9:50 am.

# **Executive Meeting Minutes for September 24, 2018**

Present: Acting President & VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:04 am.

### 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **Acting President & VP Kobes:**

Meetings/Events:

ISSAC student group

Mental Health Town Hall with Peter Hedley

**Appointments Committee** 

Student (re: complaint)

Campus Club Week Reception

Career Centre Expo

Initiatives:

None

Event Plans in Progress:

None

#### **VP Moellenbeck:**

Meetings/Events:

Mental Health Campaign meeting w/Peter Hedley and Student Wellness

#### Centre

Undergraduate Project Symposium Planning

**Building Reconciliation Internal Forum** 

**AVPR Hiring Committee** 

Campus Expo

Nancy Turner (re: Student Learning Experience Questionnaire)

Student (re: new grievance)

**University Council** 

University Library Reception in honour of Professor Emeritus Duff Spafford

Mental Health Focus Group w/Gwenna Moss Centre

**Appointments Committee** 

Initiatives:

CFCR Radio Show

Event Plans in Progress:

Various

#### VP Wu:

Meetings/Events:

Executive

**Global Connections** 

Lunch with Lieutenant Governor of Ontario

**Appointments Committee** 

**University Council** 

Centres

TLARC Mental Health Focus Group

ASL Workshop

## Initiatives:

Mental Health Campaign discussion

Radio show with VP Moellenbeck

Presentation at VOTR

Brainstorming ideas for Sustainability Week

Event Plans in Progress:

Halloween

#### 4. Business

#### 4.1 CFCR

President Kobes and VP Moellenbeck noted they have run out of good content creation for the USSU On The Air show. Jason Ventnor said the commitment to record the show for the year has already been made. President Kobes says under the Radio Policy there is the option to hire someone else to do the show. President Kobes had the idea of negotiating with CFCR to only do the show monthly. GM Cottrell said that CFCR needs to fill that weekly air time. Jason Ventnor recommended talking to CFCR to see what they could work out. GM Cottrell said that, up until recently, the USSU always hired someone to record the show so it's not something that they would be against doing again. President Kobes will contact Jay at CFCR. VP Wu and VP Moellenbeck think the opportunity should go to Council before advertising the job externally.

#### 4.2 Council Guest

President Kobes tentatively asked Jackie Ottman to come to USC to talk about what her office is doing. This week, StudentCare is in town for Council. President Kobes asked if there is any business coming from them. GM Cottrell said no, it will just be a review presentation for new Councillors.

#### 4.3 Student Senator

GM Cottrell said that a student senator has to be appointed out of Council as there is one vacancy. The Senate meeting is on October 10.

#### 4.4 CUPE 1975

Jason Ventnor informed the Executive that CUPE 1975 is going to have a strike vote this week. The USSU will have to take a position on the strike. The USSU will likely have to make public statements about it. Jason Ventnor said CUPE may not vote to strike, but if they do, the USSU has to take a position. Last time this happened, the USSU took a neutral stance. VP Wu asked when they will know if they are going on strike. Jason Ventnor said the vote is on Thursday. VP Moellenbeck asked if that is kitchen staff? Jason Ventnor said it is the majority of staff on campus: janitors, kitchen staff, FMD, parking services, etc.

## 4.5 Executive Trip to Prince Albert

AGA Kylie Phillips noted that President Kobes and VP Wu have been scheduled to go to the Prince Albert Campus on Wednesday, October 24 from 12:30-1:30 pm. Cindy Koob, the contact at the Prince Albert campus, recommended the Executive consider purchasing pizza for the students, as engagement is very weak at the campus. The visit can be in the form of a quick presentation and then a Q&A or informal chat. Cindy has offered to do promotion of the event on PAWS for us and said that if we wanted to provide her with posters, she would be willing to promote in that way too. Kylie asked to what extent the Executive wants to promote the event and if posters will be needed. GM Cottrell informed Kylie that Olivia has a poster.

### 4.6 SALs

VP Wu noted that she will update a list of SALs and Committees. She asked if each Executive can then reach out to their own committees on their own time? GM Cottrell said yes.

#### 4.7 Costume Contest

VP Wu presented a project proposal for a Halloween Costume Contest. She noted that she wishes to associate the hashtag #ussuhalloween with the event. VP Moellenbeck suggested increasing the budget from \$250 to \$350. See attached project proposal (Appendix A).

Move to approve \$350 in funding for the Costume Contest.

EXECMotion035: Moellenbeck/Kobes

## Carried

## 4.8 Funding Requests

## 4.8.1 Undergraduate Chinese Cultural Club

The Undergraduate Chinese Cultural Club has requested \$600 total in funding, \$500 in cash funding and \$100 in XL. As the request is over \$500, they are supposed to come and present.

Move to approve \$600 in funding pending a meeting with President Kobes.

EXECMotion036: Kobes/Wu Carried

## 4.8.2 Young Women in Business

Young Women in Business is hosting an event on September 27th to present Holly Legge as Wonder Woman of the Month. They requested \$365 total in funding, \$200 in Pepsi product, \$145 in cash funding, and \$20 in XL Print & Design Credit.

Move to approve \$345 in funding.

EXECMotion037: Kobes/Wu Carried

## 4.8.3 History Undergraduate Students Association

The History Undergraduate Students' Association has requested \$150 of Louis' credit for room booking. President Kobes will call them to inform them they don't need money to book the room as a ratified student group.

## 4.8.4 Robert's Rules of Order Books

Move to buy 100 Robert's Rules of Order books to distribute to campus clubs on a need-be basis out of the Campus Club Funding.

EXECMotion038: Kobes/Wu

Carried

GM Cottrell says she will order the books from the University bookstore.

## 5. Adjournment

The meeting was adjourned at 9:30.

## Appendix A

#### **Executive Project Proposal**

### I. Project #4

Project Name: Halloween Festivities: costume contest, photo booth, candy giveaway, and pumpkin carving in ISSAC.

Proposed by: Rose Wu

## II. Analysis

Background Information and Need: To make Halloween more accepting for those who like to dress up. While promoting Treat or Eat.

History: First time event.

Issues: Halloween spirit have not been promoted in the past through USSU.

## III. Target Group and Characteristics

Primary Target: Halloween enthusiasts

Secondary Target (s): Everyone on campus

## IV. Key Considerations

**Detailed Budget:** 

\$100 - pumpkins

\$80 - candy

\$20 - decorations

\$50 - advertisements

Budget Line: 170-5490-00

Total Budget: \$250

Organizational Requirements:

-partner with Food Centre, ISSAC, AXIS, and Residence

## Timeline:

- Reach out to Horticulture Club to purchase pumpkins ✓
- 2. Book space (B3 landing) ✓
- 3. Make Comm Form
- 4. Buy candy and decorations
- 5. Event day October 31st

- 6. Photo booth and candy station set up
- 7. Recruit volunteers to stay at the booth

-social media random draw #ussuhalloween contest ends by midnight. Post the winner as a post after to contact us

-give out candy for people who dressed up/ go in the photo booth / brought non-perishables for Treat or Eat

## **Appointments Committee Meeting Minutes for September 19, 2018**

**Present**: Acting President & VP Kobes, VP Moellenbeck, VP Wu, Councillor Aman, Councillor Flynn, Councillor Andraos

#### 1. Call to order

The meeting was called to order at 7 pm.

#### 2. Quorum

Quorum was present.

#### 3. Business

#### 3.1 Academic Affairs Committee

Move to appoint Mohammad Shayyan Wasim, Kate DeVito-Porter, and Shafa Akbar Virani to the Academic Affairs Committee.

APPMotion001: VP Moellenbeck/Councillor Flynn.

Carried

#### 3.2 Budget & Finance Committee

Move to appoint Meet Atulkumar Patel and Isaac Reaser to the Budget and Finance Committee.

**APPMotion002**: President Kobes/Councillor Aman

Carried

#### 3.3 Rest of Committees

The Executive have prepared lists of the candidates that they would ideally like on their committees.

Move to appoint the recommended candidates to the rest of the committees as outlined in prepared document by Executive.

APPMotion003: VP Moellenbeck/Councillor Aman

Carried

The SAL Appointments are as follows:

Elections Committee – Topaza Yu, Kate DeVito-Porter

External Affairs Committee – Spencer Tracy, Mohammad Shayyan Wasim, Rayna Rahman International Affairs Committee – Sergey Kens, Elly Mariella Monyo, Shafa Akbar Virani, Diana Gayibkhanova

Indigenous Affairs Committee – Dene Cree Robillard, Samantha Julie Marie Bear, Mckinley Smith, Jacelyn Lerat-Nighttraveller

Student Affairs Committee - Topaza Yu, Mckinley Smith, Rayna Rahman

Sustainability Committee – Gillian Leach, Sydney Boulton, Sarah Foley

Student Forum – Topaza Yu, Elizabeth Plishka, David Llewellin, Jiggs Miguel

#### 4. Adjournment

The meeting was adjourned.

	Sept. 6	Sept. 13				
Albert, Mike	Р	Р				
Aman, Mike	Р	Р				
Andraos, John	Р	Р				
Dierker, Meaghan	Р	Р				
Flynn, Amy	Р	Р				
Han, Yifan	Р	Р				
Klassen, Lauren	Р	Р				
Kobes, Brent	Р	Р				
Koh-Steadman, Noah	R	Р				
Moellenbeck, Sheldon	Р	Р				
Munoz Pimentel, Carlos	Р	Р				
Reaser, Jacob	Р	Р				
Rosas, Erick	Р	R				
Simons, Gabe	Р	Р				
Thomson, Emma	Р	Р				
Wu, Rose	Р	Р				

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

CE - Communication Error PG: Permission Granted

## University Students' Council Agenda October 4, 2018 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 Upcoming Year Roundtable
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes September 27, 2018
  - 4.2 Executive Committee October 1, 2018
  - 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. New Business
  - 6.1 CFCR USSU on the Air Host
- 7. Business
- 8. Questions, Comments, and Announcements
- 9. Adjournment

## University Students' Council Minutes for Thursday, September 27, 2018

#### Present

Brent Kobes, Acting President & VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Lauren Klassen, Education Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Erick Rosas, International Students Gabe Simons, Edwards School of Business Emma Thomson, WCVM Noah Koh-Steadman, Engineering

## Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

## Regrets

John Andraos, Pharmacy & Nutrition

#### Absent

#### **Guest List**

Tanner Bayne Emily Migchels Kristin Foster Colten Yamagishi The meeting was called to order at 6:00 p.m.

## 1. Adoption of the Agenda

Chairperson Phillips 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 Kobes moved 6.1 Appointment of Councillor to University Senate to 7.1 under Business.

Move to adopt the amended agenda.

**USCMotion013**: President Kobes/Councillor Munoz-Pimentel

Carried

#### 2. Introductions

President Kobes introduced Emily Migchels and Tanner Bayne from The Sheaf. He also introduced Kristin Foster, Director of Partnership & Development, and Colten Yamagishi, Program Manager from StudentCare.

#### 3. Council Addresses

Move to go into informalities until the end of Council Addresses.

**USCMotion014**: Councillor Aman/President Kobes

Carried

#### 3.1 StudentCare

Colten Yamagishi said that the purpose of the presentation is to give a brief review of the health and dental plan of the USSU. Kristin Foster said that the USSU was one of StudentCare's first clients. StudentCare has a very student-centric model. Kristin said that StudentCare is a student service first and an insurance service second. Colten said that the entirety of their membership is post-secondary students in Canada. Colten said that there are about 800,000 students that are members of StudentCare. Kristin said that there is a focus of student unions on being the provider of services for students and that is where the need for health insurance for students came from. Some students may be covered by their parents or employers, but many students are not. The USSU approved the health and dental plan in 2001 and it was implemented in 2002. The plan has changed significantly since 2002. Colten said that last year there was just under \$2,000,000 in claims made at the University. Colten said that there is health coverage, primarily used to claim prescription drugs. Dental coverage is up to \$500, primarily spent on cleanings and check-ups, but students can get more serious dental work done as well. Vision coverage is a reimbursement tool to cover a certain amount of eye exams, glasses, etc. Kristin said that travel coverage is one example of pure insurance. It covers emergency medical care when out of province or country. Travel coverage includes trip cancellation or interruption. The coverage period is up to 120 days plus any academic work time. If travelling for academic purposes, one is covered for the entire duration. Colten noted that

travel coverage does not cover international students when in their home country. He noted that the USSU plan is meant to complement SaskHealth coverage. Colten said that most students will primarily interact with the plan through the internet. However, there is also the Health and Dental Plan Office in Place Riel and a Member Services Office in Montreal. The Montreal office has a hotline and live text chat. Colten said there is a StudentCare app where students can make claims. This is the fastest way to get reimbursed. Kristin noted that the infrastructure behind the program is extensive. Colten noted that each student association has a micro website that has specific information about partner networks in the city that they live in. He said that there are video tutorials online. Kristin pointed out that StudentCare can produce multilingual print materials to benefit students. Kristin noted that every few years, StudentCare does a survey to ask students about their priorities. Analytics do not capture what students want to see covered. This is the main purpose of the surveys. The survey will also evaluate customer service and satisfaction. Colten said that StudentCare comes to Council three times per year, once for an overview, once to present the Annual Claims Report, and finally to set fees for the following year. Kristin noted that StudentCare provides partner networks, a service that advertises local practitioners in exchange for a discount for students. Colten noted that there is a new pharmacy network through Rexall where students can get a 10% discount on their prescriptions. Colten said that USC helps to direct the big picture elements of the health and dental plan. USC has the duty to communicate with their constituents to garner their feedback on the health and dental plan and find out what they want added to the plan or changed in the plan. Kristin noted that StudentCare is aware of medical cannabis as a possibility of something that students may want coverage for. StudentCare is working with the University of Waterloo to cover medical cannabis and, if this is something the USSU wants to look at, there is a model in existence that StudentCare would recommend. Colten noted that StudentCare values diversity and inclusion and is taking on a national LGBTQ+ inclusive initiative. This includes advocating for changes to the binary gender selection on claim forms. In the meantime, StudentCare has found a way to track a student's preferred name and gender for the purpose of communications with the student.

VP Moellenbeck asked what mental health services are covered?

Colten said that previously, the coverage for psychologists was lackluster and covered \$20 of a psychologist visit. It was changed a few years ago to cover up to 80% of the service.

## 4. Minutes and Reports

- 4.1 USC Minutes March 29, 2018
- 4.5 Code of Ethics Disciplinary Tribunal Minutes and Report
- 4.6 Elections Committee Minutes and Report March 22, 2018

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

Move to accept the minutes and reports into the official record. **USCMotion015**: VP Moellenbeck/Councillor Aman

Councillor Koh-Steadman asked what Student Forum is?

VP Moellenbeck said that it is a body run by the Vice-Provost Teaching, Learning, Student Experience that consists of student representation from different avenues of the student body. Its purpose is to discuss issues relevant to students with administration.

Councillor Aman asked for more information on how a potential CUPE 1975 strike vote would affect students?

President Kobes said he had a conversation with Patti McDougall about this. CUPE 1975 represents all facility management, Culinary Services, etc. CUPE represents essentially all operations of the University minus sessional lecturers and the teaching properties. Should CUPE 1975 go on strike, it will affect the University. President Kobes noted, however, that there are essential services that will continue to work through the strike, such as certain parts of Residence Services, Protective Services, and Culinary Services.

Carried

#### 6. New Business

#### 7. Business

### 7.1 Appointment of Councillor to University Senate

President Kobes noted that the next Senate meeting is in the beginning of October. There is a vacant seat for an undergraduate representative and a volunteer from USC is required to fill the seat. President Kobes asked if anyone would be interested in volunteering?

Councillor Aman volunteered to sit on University Senate.

With no other volunteers, Councillor Aman was appointed to University Senate.

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

Councillor Flynn announced that the Education Students' Society is challenging other colleges to a Movember competition.

Councillor Koh-Steadman asked the new Chairperson to introduce herself. Chairperson Phillips introduced herself as Kylie Phillips, a fourth-year Political Studies student. She noted that former-Chairperson Hitchings is incredibly busy as a lawyer, who also has a newborn baby. As such, Chairperson Phillips will now be chairing USC meetings from here forward.

VP Moellenbeck said that this past week the Executive was in the College of Agriculture for Face-to-Face and that there was a good turnout to the event. Next week, the Executive will be in Health Sciences on Wednesday, October 3. He said they will be in the E-Wing across from lecture hall 1130.

President Kobes said that the nomination period for the USSU by-election is now open for President and Council seats.

President Kobes noted that the first Accountabilities meeting for the Union will be on October 11 at 9 am. This meeting consists of a review of all of the Union transactions and a report on budget lines.

President Kobes announced that next Thursday, following USC, there will be a Council Social.

Councillor Koh-Steadman asked what colleges are missing Councillors?

Councillor Simons noted that the vacant seats are for the following constituencies: Agriculture & Bioresources, Arts & Science, Dentistry, Edwards, Indigenous Students, International Students, Kinesiology, Nursing, and STM, and a President.

VP Wu reported that the River Clean-Up went well. Approximately 40 people attended and lots of trash was cleaned up.

## 9. Adjournment

## Executive Meeting Minutes for October 1, 2018

Present: Acting President & VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

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

### 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **Acting President & VP Kobes:**

Meetings/Events:

ICE Steering Committee

River Clean-Up

Tony Vanelli Reception

Chinese Culture Club

Latin Society

NDP Critic Shuffle

StudentCare

Peter Hedley

Campus Legal Service

Engineering Student Lounges Meet and Greet

Face-to-Face

Queerapalooza Flag Raising

Provosts Meet and Greet

#### Initiatives:

Accountabilities preparation

Transportation Association preparation

Event Plans in Progress:

None

### **VP Moellenbeck:**

Meetings/Events:

External plan meeting

E-textbook and E-Coursework Committee

Face-to-Face in Agriculture

**Provost Reception** 

Beth Bilson (re: Student Advocacy)

Heather Ross from GMCTL

Nancy Turner from GMCTL

#### **Initiatives:**

Communication with Patti McDougall (re: advocacy)

Event Plans in Progress:

Undergraduate Project Symposium - Sponsorship requests

#### VP Wu:

Meetings/Events:

Executive

Rita (re: Wellness Champions)

Red Roll Red screening

External plan meeting

Childcare Board Governance

River Clean-Up & Louis' Social

**International Activities Committee** 

**Provost Reception** 

Edgar from GSA (re: parking)

USC

Initiatives:

None

Event Plans in Progress:

Sustainability Week

#### 4. Business

### 4.1 Sustainability Week Proposal

VP Wu said that she is proposing an event during Sustainability Week, DIY: Sheaf Coasters. The event will consist of using old copies of The Shead to create coasters. VP Moellenbeck asked when this week is? VP Wu said it is next week. VP Wu requested \$50 for the event. VP Moellenbeck noted that he thinks there is a budget line for Sustainability Week, in which case, the Executive Committee does not need to approve the funding. GM Cottrell checked and said that there is not a specific budget line. VP Wu informed the Executive that she booked the Roy Romanow Room for the event. GM Cottrell said that events like this cannot take place in the Roy Romanow Room. VP Moellenbeck suggested using the Campus Club Room. VP Wu will look into booking the Campus Club Room through Desiree.

Move to approve \$50 for DIY: Sheaf Coasters.

EXECMotion039: Wu/Kobes Carried

### **4.2 Funding Requests**

## 4.2.1 Health Studies Student Society

The Health Studies Student Society requested \$125 in cash funding for their October 3rd Meet the Profs Night.

Move to approve \$125 in cash funding for the Health Studies Student Society.

EXECMotion040: Kobes/Wu Carried

## 4.2.2 CAPSI

CAPSI requested \$250 in cash funding for various Trivia Nights throughout the month of October.

Move to approve \$250 in cash funding for CAPSI.

EXECMotion041: Kobes/Moellenbeck Carried

### 4.3 CUPE 1975

President Kobes informed the Executive that CUPE 1975 voted in favour of having a mandate to strike. He noted that this does not necessarily mean they will take strike action. President Kobes is of the opinion that the USSU should produce a statement that says the USSU encourages both sides of the dispute to get back to the bargaining table as soon as possible to avoid disruption of the education of students. GM Cottrell said that the message should be focused on the USSU membership. She noted that they have not decided to strike yet. President Kobes and Jason Ventnor will spend some time tomorrow writing the statement. GM Cottrell noted that the entire Executive should sign off on the final version of the statement.

## 4.4 Meeting with Carla Beck

President Kobes noted that the Executive have a meeting with Carla Beck, the Critic for Advanced Education, on Thursday at 9am. He noted that the meeting will consist of the Executive bringing Carla up to speed on what the USSU has experienced in the last few years.

### 4.5 President Kobes' Schedule

President Kobes stated that he will be at the Board of Governors next week and will be out of the office tomorrow at a Transportation Association Conference. He also noted that the nomination meetings for the by-election are tomorrow at 4 and 4:30.

## 4.6 USC

President Kobes noted that this week is the Council Social. GM Cottrell suggested a thorough review of finances at this week's meeting. VP Moellenbeck noted that Charlene Brown from the TLSE team wanted to speak to Council to get feedback on how she can make orientation more exciting for students. GM Cottrell said that one piece of feedback she had last year was that Councillors want more than just presentations; they want interactive work and responsibilities. President Kobes asked if GM Cottrell meant a presentation about student fees or the budget for Council? GM Cottrell suggested a bit of both. President Kobes asked if they should talk about the Childcare Centres at USC. GM Cottrell said that it is a possibility.

GM Cottrell suggested asking Councillors what they want from the USSU this year. President Kobes agreed he would like to get their input. GM Cottrell said that the Executive should ask Councillors to come prepared to discuss this at the meeting. President Kobes asked what they should ask Council to be prepared for? The Executive suggested addressing the following questions: What does Council want to do this year? What are the main concerns for the year and what can the USSU do to address these concerns? What do Councillors' constituents want to see this year? VP Moellenbeck asked if anyone has booked the University President or the Mayor to come talk to Council yet? President Kobes said no, not yet. GM Cottrell would like to see the process of the election of councillors discussed with Council, as well as levels of engagement, sometime this year. President Kobes suggested having another AOCP meeting in November and February. President Kobes noted that in March or April there should be a large gathering of past and future AOCP members and MSCs. He wants to use AOCP as a place where the advertising and promotion of the nomination of councillors can be done.

President Kobes asked what the justification was for removing Residence as a constituency body on Council. GM Cottrell said the main issue that arises is double representation. Council had decided that those people are all represented through their colleges. President Kobes said that he takes that point, but the difference between having a women's representative, for example, and a Residence representative is that residence does not require self-declaration and they do have a very specialized interest on campus. President Kobes also wants to have a discussion about the potential of having a ranked ballot system for USSU elections. President Kobes asked if there was a high-level of engagement in the early 2000s with the USSU. GM Cottrell said most students are not engaged directly with student politics but are engaged in their own way, whether that be through campus clubs or in their own communities.

VP Moellenbeck asked if the open position for a CFCR host has been filled. President Kobes noted that the Executive forgot to bring this up to Council last week and that they will bring it to Council this Thursday.

## 5. Adjournment

The meeting was adjourned at 9:55.

#### **Executive Project Proposal**

## I. Project #6

Project Name: DIY: Sheaf coasters

Proposed by: Rose Wu

## II. Analysis

Background Information and Need: Abundant old issues of the Sheaf.

Issues: This event will use the leftover Sheaf newspapers to be made into coasters.

Research: <a href="https://www.youtube.com/watch?v=16m4zVyCrRU">http://savedbylovecreations.com/2011/08/recycled-newspaper-coasters.html</a>
<a href="http://savedbylovecreations.com/2011/07/recycled-paper-wall-art.html">http://savedbylovecreations.com/2011/07/recycled-paper-wall-art.html</a>

### III. Target Group and Characteristics

Primary Target: Anyone who enjoys DIYs and need coasters.

Secondary Target (s): Anyone on campus.

## IV. Key Considerations

**Detailed Budget:** 

Advertisement - \$30

Newspaper - free

Glue - \$5

Mod podge - \$10

Table cloths - \$5

Budget Line: 170-5490-00

Total Budget: \$50

Organizational Requirements and Timeline:

- 1. Book space with Stef
- 2. Bring to Exec meeting on Oct. 1st
- 3. Contact Sheaf
- 4. Submit comm form
- 5. Make signup sheet
- 6. Buy supplies

	Sept. 6	Sept. 13	Sept. 27				
Albert, Mike	Р	Р	Р				
Aman, Mike	Р	Р	Р				
Andraos, John	Р	Р	R				
Dierker, Meaghan	Р	Р	Р				
Flynn, Amy	Р	Р	Р				
Han, Yifan	Р	Р	Р				
Klassen, Lauren	Р	Р	Р				
Kobes, Brent	Р	Р	Р				
Koh-Steadman, Noah	R	Р	Р				
Moellenbeck, Sheldon	Р	Р	Р				
Munoz Pimentel, Carlos	Р	Р	Р				
Reaser, Jacob	Р	Р	Р				
Rosas, Erick	Р	R	Р				
Simons, Gabe	Р	Р	Р				
Thomson, Emma	Р	Р	Р				
Wu, Rose	Р	Р	Р				

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

CE - Communication Error PG: Permission Granted

## University Students' Council Agenda October 18, 2018

## **Roy Romanow Student Council Chamber**

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 Rob Dudiak City of Saskatoon
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes October 4, 2018
  - 4.2 Executive Committee October 9 & 15, 2018
  - 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 October 4 & 11, 2018
  - 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 October 12, 2018
  - 4.13 Association of Constituency President Minutes and Report
- 5. Motions Arising from the Minutes and Reports
- 6. New Business
  - 6.1 Infrastructure Report
  - 6.2 Legislature Trip Report
  - 6.3 Elections to Council Committees
- 7. Business
  - 7.1 **By-Election Results**
  - 7.2 Meeting with Carla Beck, Critic for Advanced Education
  - 7.3 Annual General Meeting
- 8. Questions, Comments, and Announcements
- 9. Adjournment

## University Students' Council Minutes for Thursday, October 4, 2018

#### Present

Brent Kobes, Acting President & VP
Operations and Finance
Sheldon Moellenbeck, VP Academic
Rose Wu, VP Student Affairs
Mike Aman, Engineering
Meaghan Dierker, Agriculture &
Bioresources
Amy Flynn, Education
Yifan Han, Medicine
Lauren Klassen, Education
Carlos Muñoz Pimentel, Arts & Science
Jacob Reaser, Arts & Science
Emma Thomson, WCVM
Noah Koh-Steadman, Engineering

### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

## Regrets

John Andraos, Pharmacy & Nutrition Mike Albert, Law Erick Rosas, International Students Gabe Simons, Edwards School of Business

#### Absent

#### **Guest List**

Emily Migchels Olena Malko The meeting was called to order at 6:00 p.m.

#### 1. Adoption of the Agenda

Chairperson Phillips 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.

Move to adopt the agenda.

**USCMotion016**: VP Moellenbeck/Councillor Muñoz-Pimentel

Carried

#### 2. Introductions

President Kobes introduced Emily Migchels from The Sheaf and Olena Malko, President of the ASSU.

#### 3. Council Addresses

## 3.1 Upcoming Year Roundtable

President Kobes noted that on Monday, AGA Kylie Phillips emailed all Councillors to ask them to prepare answers to three questions for this meeting: What are you most looking forward to as a Councillor this year? What is your College Society working on for this year? What are your constituents' main concerns and how can the USSU help to address these concerns? The roundtable conversation will help guide the Executive moving forward this year.

Councillor Koh-Steadman said that he is looking forward to being on the Budget & Finance Committee this year. He stated that he had the SESS President email him. They are working on student funding through the SEEF and mandatory membership structures. The SEEF is an engineering endowment fund. The SESS is looking at creating a safe culture in the College of Engineering, rebranding some of their traditions, creating stronger mental health supports, increasing inter-group collaboration, and the creation of an intra-college collaboration team. Councillor Koh-Steadman stated that there are concerns in the shift in leadership at the USSU that the SESS would like to have cleared up. The SESS would also like to create stronger connections with the rest of campus.

VP Moellenbeck asked for clarification on what the SESS would like to know regarding the USSU shift in leadership?

Councillor Koh-Steadman stated that he is not sure, but that perhaps Councillor Aman could address the question?

Councillor Aman stated that he spoke to the President of the SESS and they did not know the circumstances behind the change in leadership and did not know what was going on behind the scenes.

President Kobes said that the Executive Committee and the senior management team of the USSU had the full intention of ensuring that the privacy of Mr. Nikbakht was protected throughout the leadership change. Later, Mr. Nikbakht revealed to the media the reason why he had to step down from his leadership. Mr. Nikbakht was required to discontinue by the College of Arts & Science as a result of failing to complete his classes. Therefore, he was no longer a student of the University of Saskatchewan and was unable to continue leading the organization.

Councillor Thomson asked if the USSU will release a statement?

President Kobes stated that on September 3, the USSU released a statement over Facebook.

Councillor Flynn stated that she is most excited to see what other college societies are doing in their colleges this year. One of the goals of the College of Education is to get greater attendance at their events. She noted that they are working on bringing a community pantry out to the College of Education this year to help with food security.

Councillor Klassen stated that she is most excited for collaboration between colleges this year. She is looking forward to learning what it is that the USSU does as a student government and how they are serving the students. Councillor Klassen is excited to be on the Sustainability Committee.

Councillor Aman said that he is looking forward to networking with other people in different colleges. He is also interested in learning how the USSU operates from a business standpoint. Councillor Aman previously met with the Dean of the College of Engineering and they discussed the issue of student liquor licensing in regard to the Hardy Lab. They also discussed some issues regarding scholarship access. He noted that the sheer number of scholarships is overwhelming, and that many scholarships have the same or similar application criteria. He suggested bundling scholarships with similar criteria so that students can apply to certain bundles that apply to them. He also noted that he wanted to discuss recorded lectures. He thinks that this idea would allow more students to attend class online while experiencing community events and trips abroad.

President Kobes noted that he received confirmation from Consumer Services that the Hardy Lab has been re-added to the University's liquor license. He also noted that he is working towards creating a solution so that the University's large engineering design teams can get the funding that they need to compete.

VP Wu noted that the Food Centre is starting a pantry called U-Food which will be coming out soon. It is an emergency hamper.

GM Cottrell stated that she rarely has Councillors interested in learning about the inner workings of the USSU. With the exception of confidential issues, she is always willing to discuss the inner workings of the USSU with Councillors.

Councillor Muñoz-Pimentel is looking forward to contributing to student governance and learning how the USSU works. He wants to improve the student experience and promote the USSU within the ASSU. He said that he and Councillor Reaser are working on creating a student newsletter for smaller campus clubs within the College of Arts & Science. He is excited to work on the Academic Affairs Committee. He would like to increase student involvement on campus. The ASSU is working on the following events: ESS Movember, Arts & Crafts, Santa pictures, Trivia Night, Talent Show, Networking Event.

Councillor Reaser said that he is concerned about the lack of communication between the ASSU and the smaller student groups that represent majors within the college. He would like to put policies or guidelines in place to direct Arts & Science MSCs to attend some of the meetings of smaller campus clubs within the college.

Councillor Thomson said that she is looking forward to meeting people outside of WCVM as her college is very isolated. WCVM's societies are very poor and are currently attempting to fundraise. Also, they are trying to address mental health issues within the college by holding a Mental Health Day once a month. The college would like to feel more connected to the University and is looking to the USSU for help with this. WCVM just appointed an Indigenous representative within their college society.

Councillor Han is looking forward to learning more about everything the USSU does, particularly the services that Medicine students may have contact with in their daily lives. He wants Medicine students to have a reason to feel more connected to the USSU. This year, the College of Medicine has a lot of changes in their academic programming. The society is looking to standardize exam reviews and small-group sessions. He noted that the main concerns from the College of Medicine center around transportation including bike racks, parking, and bus passes. There are no discounted bus passes in the summer for them as their classes do not count for summer classes. Also, a lot of his classmates were kicked out of the W parking lot as staff were given greater access.

President Kobes noted that the concern about bus passes and professional colleges is on his radar. He had a meeting with the University Registrar's office about this.

Councillor Dierker is looking forward to getting more involved on campus. She stated that last week she met with the Dean of the College of Agriculture & Bioresources who wants indigenization incorporated into their student societies. She is open to suggestions on how to achieve this. She is working hard to get more Agriculture & Bioresources students interested in being more involved. She also noted that students in her college are also concerned about parking on campus as many students in her college drive in from out of town.

President Kobes said that he has been in conversation with Jackie Ottman, Vice-Provost Indigenous Engagement, who will be visiting USC sometime this year.

Councillor Muñoz-Pimentel observed that it seems a common goal among Councillors is to engage with other colleges this year and that, as MSCs, they are the ones who could orchestrate this.

VP Moellenbeck thanked Councillors for sharing. He said that the Executive finds it helpful moving forward. He noted that he has heard the common sentiment for wanting to integrate colleges and that if there is a way the USSU can help facilitate this, he is open to suggestions.

VP Wu suggested leaving their business cards for Councillors.

President Kobes noted that members of the Union can job shadow the Executive if they are interested in seeing what it is they are doing on a daily basis.

## 4. Minutes and Reports

- 4.1 USC Minutes September 27, 2018
- 4.2 Executive Committee October 1, 2018

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

Move to adopt the minutes and reports into the official record. **USCMotion017**: VP Moellenbeck/President Kobes

Carried

#### 6. New Business

#### 6.1 CFCR – USSU on the Air Host

President Kobes announced that the USSU is looking for a host for their weekly radio show on CFCR. If anyone is interested, they should reach out to President Kobes or VP Moellenbeck.

Councillor Koh-Steadman asked what time commitment is involved?

President Kobes said that the show is approximately 30 minutes. It airs on Tuesday's from 7:00-7:30 pm. The show has a recording time at CFCR on Monday's from 3:30-4:30. He also noted that Councillors are welcome to shadow before committing.

GM Cottrell asked if it has to be one host for the entire year or if there can be multiple hosts?

VP Moellenbeck said it would be great to get more people involved. He noted there is a lot of planning that goes into each episode.

Member Migchels said, on behalf of The Sheaf, that they would be interested in splitting time with the USSU and contributing to the radio show.

#### 7. Business

### 8. Questions, Comments, and Announcements

VP Wu noted that next week is Sustainability Week. There will be various events throughout the week.

VP Moellenbeck announced that the Council Social will take place following the meeting.

VP Moellenbeck stated that Face-to-Face will be in the Education Building next week on Wednesday.

President Kobes noted that there was a good turn-out at the By-Election Orientation meetings earlier in the week. He also noted that the StarPhoenix had a misprint regarding the CUPE1975 strike vote claiming that the Student Union had voted in favour and was encouraging the strike. After reaching out to PostMedia, the comments have since been retracted. The misprint has been corrected.

Councillor Muñoz-Pimentel announced that the Political Studies Students' Association is hosting a steak night fundraiser on October 24<sup>th</sup> at the Sutherland Bar.

Councillor Flynn noted that, for Face-to-Face, the third year Education students are in their school placements on Wednesdays.

VP Moellenbeck asked if it would be beneficial to cancel and reschedule for a future date on a different day of the week?

Councillor Flynn asked if it is just this semester? Next semester would be the best way to reach all students.

VP Moellenbeck said that he will look into it and confirm tomorrow.

Councillor Flynn announced that the ESS Movember Challenge will ask an Executive from each college to grow out their beard.

President Kobes accepted Councillor Flynn's challenge for Movember.

President Kobes noted that last week he did a whirl-wind tour of the Engineering student lounges.

Councillor Aman noted that the Ag Bag Drag car is out and about ready for the College of Engineering to steal and to let him know if you see it.

Councillor Dierker asked Councillors to let her know if they see a blue car that may have been painted red, as her college would like the car back.

## 9. Adjournment

# Executive Meeting Minutes for October 9, 2018

Present: Acting President & VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:01 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

# **Acting President & VP Kobes:**

Meetings/Events:

Transportation Association Student Day

Louis' Meeting

Planning & Priorities

Carla Beck

Beth Bilson

Budget & Finance Committee

Undergraduates of Canadian Research Intensive Universities

#### Initiatives:

Pepsi Approval Form IT

Event Plans in Progress:

None

#### **VP Moellenbeck:**

Meetings/Events:

**Academic Program Committee** 

Research, Scholarship, Artistic Work Committee

Nancy Turner, Meghan Sired, and Kevin Riffel (re: promotion of SLEQ)

Kara Loy and Sheldon Alderton (re: Undergraduate research)

Carla Beck

Face to Face

#### Initiatives:

Recorded radio show

Prep for committees

Event Plans in Progress:

None

#### VP Wu:

Meetings/Events:

Executive

**PACGSD** 

Childcare

**Budget & Finance Committee** 

Search Committee for VPR

**USC** 

Carla Beck

Ana from Sheaf

#### Initiatives:

Radio show

Face to Face in Health Science

Comm form for Clothing Swap

Comm form for Halloween Fest

Comm form for DIY Sheaf Coasters

Coordinate Sustainability Committee

Event Plans in Progress:

Holiday cards making event

#### 4. Business

#### 4.1 Student Forum

President Kobes noted that Danette Stang sent him a receipt for \$157 from renting out the Roy Romanow Room for Student Forum. GM Cottrell suggested that the Executive could choose to waive the fee.

Move to waive the fee for renting the Roy Romanow Room for Student Forum.

EXECMotion042: Kobes/Wu

Carried

#### 4.2 Legislature Trip

President Kobes reminded the Executive that their trip to the provincial Legislature is on October 24, 2018. They have booked a meeting with Minister Beaudry-Mellor that day and are also going to set up another meeting with Carla Beck so that the new USSU President can meet them both. President Kobes thinks that one of the current Executives should lead the discussions as they will be the most acquainted with the material. President Kobes will write up cheque requisitions for the per diem for the trip. He thinks that renting a car will be the most affordable. VP Moellenbeck asked how much they would get for gas if they took a personal vehicle. GM Cottrell said that they receive \$0.40/km. The Executive agreed to rent a car. The Executive realized none of them are 25 and would have to pay a young drivers fee. GM Cottrell will explore the options. President Kobes said they will leave by 7 am and will probably get home by 7 pm.

#### 4.3 ISC

President Kobes noted that the ISC had a meeting last Tuesday. Various media was in attendance and articles were published throughout the week. The relationship between the ISC and the USSU continues to be status quo. President Kobes thought it would be important for the Executive Committee to be aware of the meeting. VP Moellenbeck asked if President Kobes has followed up with the email he sent to Regan Ratt-Misponas, ISC President. President Kobes said he has followed up and still has yet to receive a reply. He will follow up again in an effort to reach out to talk to the ISC.

# 4.4 Health and Dental Survey

GM Cottrell asked if the Executive had looked at the Health and Dental Survey. President Kobes noted that he trusts VP Wu and GM Cottrell's judgement in this scenario. GM Cottrell wondered only about using phone calls as a survey method. Everyone agreed that they approve the Health and Dental Survey.

# 4.5 Huskie Athletics Survey

GM Cottrell asked if the Executive had looked at the Huskie Athletics Survey sent by Rhonda. They noted that the survey was quite lengthy at 26 questions. VP Wu noted redundancy in the survey. They will provide Huskie Athletics with this feedback.

# 4.6 USSU Survey

GM Cottrell asked if the Executive want the USSU to do a survey. President Kobes said he thinks that it's important. President Kobes asked if there's a cost to the survey? GM Cottrell said there is no cost. VP Moellenbeck noted that it is helpful to have some contextual data. President Kobes said it was helpful having survey results for discussing tuition policy. GM Cottrell noted that it is important to keep the survey similar to the previous survey to collect longitudinal data.

#### 4.7 Christmas Eve

The University is closed on December 24th, therefore, USSU staff will not be working Christmas Eve.

#### 4.8 Halloween

After talking with Jason Ventnor, VP Wu decided that she should increase the budget for Halloween to account for prizes for the top three rather than just one. Jason Ventnor suggested increasing the proposal money from \$50 to \$150 for prizes.

Move to increase Halloween budget from \$350 to \$450.

EXECMotion043: Wu/Kobes

Carried

VP Wu asked if the judging should be divided into three different categories of winners or just the top three overall. The Executive decided that top three likes would be easiest. The top three prizes will be \$75, \$50, and \$25.

#### 4.9 Carla Beck

President Kobes thanked the Executive for their hard work in preparing for their meeting with Carla Beck. They had a great meeting and Carla was very happy with the work that VP Moellenbeck had produced. She wants to move forward on a Private Member's Bill associated with his work. President Kobes endorsed VP Moellenbeck working with Carla Beck on this further. President Kobes will set up a meeting with Carla Beck for their trip to the Legislature on October 24th. He wants to talk to Debra Pozega Osburn to talk about what the External Committee has been doing, to keep senior University administration in the know.

# 4.10 UCRU Lobby Week

President Kobes had a meeting Friday with the Undergraduates of Canadian Research Intensive Universities (UCRU). UCRU will be holding a lobby week in Ottawa in December. President Kobes said that the USSU would not be attending because the budget line for travel is over already. If the USSU were to attend, it should be the new President who attends, however, the new President will have only been in office for over a month and will not be appropriately adjusted to the matters of the Union yet. GM Cottrell asked if President Kobes can find out what UCRU will be talking about and then write a position paper? President Kobes said that UCRU have written a budget proposal that they will submit to the federal Ministers regarding post-secondary education. It is being vetted right now by a University of Waterloo Professor in Economics. President Kobes will forward their plan to the rest of the Executive team. GM Cottrell noted that she has no problem with spending extra money to send someone to Ottawa if it is worthwhile. President Kobes does not think it is very worthwhile, especially since there is no federal government representation from Saskatoon and that there will already be a number of student union representatives there. He says it may be worthwhile lobbying Kevin Waugh, however that would require a new External proposal and that can be done later in the year.

#### 4.11 Convocation Dinner

President Kobes asked who wants to attend the Convocation Dinner in October. VP Moellenbeck will go. VP Wu cannot attend. President Kobes will RSVP for the Executive.

### 4.12 University Plan

President Kobes and VP Wu received an email asking one of them to be on stage for the University Plan tomorrow. VP Moellenbeck volunteered to do it as he was already planning on attending the event.

#### 5. Adjournment

The meeting was adjourned at 9:53.

# Executive Meeting Minutes for October 15, 2018

Present: Acting President & VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:06 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

# **Acting President & VP Kobes:**

Meetings/Events:

**Board of Governors** 

President's Breakfast

Latin Students' Society

STMSU President's Meeting

Initiatives:

Robert's Rules of Order

Event Plans in Progress:

None

#### **VP Moellenbeck:**

Meetings/Events:

President's Breakfast

Financial Review

Academic Program Review w/External Review Committee

**UPS Planning** 

Wellness Meeting

#### Initiatives:

Continued work on grievances

Communication with Patti McDougall (re: grievances)

Rescheduled Education Face-to-Face to Term 2

Event Plans in Progress:

Undergraduate Project Symposium

# VP Wu:

Meetings/Events:

Executive

**PED** 

BFC (chaired)

Financial Review
Sustainability Committee
University Plan Launch
DIY Sheaf Coasters
Farmer's Market & Clothing Swap

Initiatives:

Funding requests
Recruit students for Student Forum
Event Plans in Progress:
Holiday Cards making event

#### 4. Business

# 4.1 Bylaw - AGM

GM Cottrell noted that she has sent the Articles of Incorporation to the USSU's lawyer. The lawyer advised stripping down the Articles to the absolute minimum. GM Cottrell went through the Bylaw and found a few deficiencies that the Executive may want to look at before the Annual General Meeting (AGM). GM Cottrell said that Bylaw amendments have to be submitted by November 2nd. President Kobes said that the Executive should bring this up at USC this Thursday to give Councillors ample notice to submit amendments. Amendments will then get sent to the lawyers for the lawyers to determine what amendments are legal. The USSU has to publish the amendments by November 9th. Pizza needs to be ordered for the AGM. GM Cottrell noted that there is an attendance requirement of 15 Councillors minimum at the AGM and a quorum of 50 undergraduate students.

#### 4.2 Senate

President Kobes reminded the Executive there is a Senate meeting on October 20th. President Kobes will be attending to make a report on behalf of USC.

#### 4.3 Report on Infrastructure

GM Cottrell noted that a report on infrastructure spending needs to go on the USC agenda soon.

#### 4.4 MSC Desires

GM Cottrell noted that at the last USC meeting, Councillors were asked about what they wanted. She said that it is important to follow up with the information the Executive received from Councillors. President Kobes has been in contact with AOCP Presidents and is setting up meetings with them throughout the term.

#### 4.5 Policies

GM Cottrell said that AGA Kylie Phillips has reviewed the USSU policies and has been fixing them up. Kylie will share them with the Executive to review with their relevant committees

# 4.6 Marijuana

Within the policy changes Kylie has been working on, she has added a provision to the Human Resources Policy and the Executive Protocol Policy that addresses cannabis use and work attendance. Since cannabis is legal on Wednesday, the Executive Committee is looking to pass these provisions immediately.

Move to accept the addition of, "2.18 Never be under the influence of alcohol, cannabis, or any other intoxicating substance while at work" to the Executive Protocol Policy, "5.6 Employees must never be under the influence of alcohol, cannabis, or any other intoxicating substance while at work" to the Human Resources & Compensation Policy, and the addition of the word, "cannabis", to 6.2.1 of the Human Resources & Compensation Policy.

EXECMotion044: President Kobes/VP Wu

Carried

# 4.7 Media

President Kobes thinks it would be appropriate to do a weeks review of media releases from the USSU at Executive Meetings. The Executive Committee agreed.

# 5. Adjournment

The meeting was adjourned at 9:40 am.

#### Budget and Finance Meeting October 4th

- 1. Introductions
- 2. Present
  - a. President Kobes, VP Wu, GM Cottrell, MSC Aman, MSC Koh-Steadman, SAL Reaser.
- 3. Role of BFC
- 4. Campus Group Policy
- 5. VP's report on the summer operations of the BFC
  - a. Privacy Policy
  - b. Campus Group Policy Amendments
  - c. Robert's Rules of Order
- 6. Funding Requests
  - a. Regular Funding Requests
    - Chemistry Student Research Night, Moved President Kobes, Carried for \$100 cash funding.
    - ii. USST funding request for \$503.25, MSC Aman moved that President Kobes contact group about booking Louis in the future and \$500 in cash funding. President Kobes Seconds, Carried
    - iii. SaskInvents requests \$500 cash funding, MSC Aman asked for clarification on what materials would be used, GM Cottrell noted that they require to submit receipts, VP Wu moves, seconded by President Kobes, Carried.
    - iv. Greystone Scholars request \$40 in XL Credit, MSC Aman notes concern on cost, President Kobes moves that they are funded up to \$80, seconded by MSC Aman.
    - v. Best Buddies request \$200 in Pepsi, moved by MSC Aman, seconded by President Kobes, carried
    - vi. CIM requests \$500 in XL, moved by MSC Koh-Steadman, seconded VP Wu, carried
    - vii. Huskies Formula is required to present, President Kobes will set up time.
    - viii. Young Women in Business request \$17.00, VP moves, MSC Koh-Steadman seconds, carried
    - ix. President Kobes will ask for clarification regarding funding proposal.
    - x. World Mining Competition requests \$1000 for Gala, President Kobes will set up meeting.
    - xi. Mock Bridge Building Requests \$448.50, moved President Kobes, seconded MSC Aman, carried.
  - b. ACBC Amendment Request
    - i. President Kobes Moved, MSC Aman Seconded that ACBC get approved for an additional \$25.50 in funding for membership cards. Carried
- 7. Complaints by Student Groups
- 8. Accountabilities Notice

- a. Thursday October 11th at 9:00, President Kobes will not be present because of Board of Governors meeting.
- 9. Adjournment

# Budget and Finance Meeting October 11

#### 1. Present

a. VP Wu, SAL Reaser, SAL Patel, MSC Koh-Steadman, MSC Aman

#### 2. Presentation

- a. Rianne from World Mining Competition
  - i. Clarification about the funding requests

#### 3. Funding Requests

- a. World Mining Competition requested \$500 in cash funding, \$300 in XL credits, and \$200 in Pepsi products. Moved by MSC Aman, seconded by MSC Koh-Steadman, carried.
- b. Burnout in Healthcare (SPNSS) requested \$500 in cash funding, moved by MSC Koh-Steadman, seconded by MSC Aman, carried.
- c. Wild Karaoke Night (WDA) requested \$282 in cash funding, \$238.50 approved due to previous request in cash funding, moved by MSC Aman, seconded by SAL Reaser, carried.
- d. Donuts Stress Just De-Stress (MSS) requested \$20 in XL credit, moved by SAL Patel, seconded by MSC Koh-Steadman, carried.
- e. Steak Night (PSSA) requested \$25 in XL credit, moved by MSC Koh-Steadman, seconded by SAL Patel, carried.
- f. Pizza and bowling night (CHESS) requested in \$50 XL credit and \$200 in Pepsi product. Moved by SAL Patel, seconded by MSC Aman, carried.
- g. Marketing Challenge (MSS) requested \$200 in XL credit and \$500 in Louis' credit. VP Wu will email to ask for event documents and budget.
- h. Urban Culture (Noble Entertainment) requested \$500 in cash funding, \$200 in XL credit, and \$800 in Louis' credit. VP Wu will send the meeting request.

#### 4. Adjournment

# University of Saskatchewan Students' Union Sustainability Committee

October 12, 2018 Roy Romanow Council Chambers Time: 9:30 - 10:30 am

- 1 Introductions
- 2. Present
  - a. VP Wu, SAL Foley, SAL Boulton, SAL Leach, MSC Reaser, MSC Dierker, Matt Wolsfeld, Stef Ewen.
- 3. Review of Sustainability Policy
- 4. VP's report on the summer operations of the SC and events
  - a. River Cleanup
  - b DIY Sheaf coasters
  - c. Farmer's Market and Clothing Swap is now monthly
- 5. Funding Requests
  - a. Marketing Student Society requested \$300 for the MSS De-Stresser event to purchase snacks and prizes. MSC Reaser moved to fund \$200 for prizes on the condition of sustainable sourced or sustainability related, seconded by MSC Dierker, carried.
  - b. VP Wu moved to fund Marketing Student Society an additional \$100. Seconded by VP Kobes, carried.
- 6. Recap on Sustainability Week
- 7. Comments and Questions
  - a. SAL Boulton suggested extending the time for room booking in Term 2. VP Wu made a note to check with Barb.
  - b. Stef suggested doing a contest in both terms to promote the Fund to students by giving gift cards from local businesses per term to the contest winner.
  - c. Matt suggested a \$100 gift card from local businesses.
  - d. SAL Boulton suggested having set sustainable prizes for groups to use.
  - e. SAL Leach asked if there are resources the committee can provide for student groups to be more sustainable, Matt said there are resources from last year that he can bring for the next meeting.
  - f. MSC Reaser asked if a policy can be implemented for biodegradable products for lower Place Riel tenants. Stef answered that the tenants are limited to what they can do, because they are mostly franchised, and are non USSU and non U of S members.

- g. Matt explained that in the past three years the committee has been focused on funding, however the committee could do focus more on recommendations and policies for USSU.
- h. SAL Boulton asked if the committee can host events. Stef said a roundtable was done two years ago for student groups. The committee agreed to brainstorm ideas for the year.
- i. SAL Leach brought up her concern of Ag Cafe using styrofoam takeout containers. Matt said the Office of Sustainability will look into doing a campaign on campus.

# 8. Adjournment

	Sept. 6	Sept. 13	Sept. 27	Oct. 4			
Albert, Mike	Р	Р	Р	R			
Aman, Mike	Р	Р	Р	P			
Andraos, John	Р	Р	R	R			
Dierker, Meaghan	Р	Р	Р	P			
Flynn, Amy	Р	Р	Р	P			
Han, Yifan	Р	Р	Р	P			
Klassen, Lauren	Р	Р	Р	P			
Kobes, Brent	Р	Р	Р	P			
Koh-Steadman, Noah	R	Р	Р	P			
Moellenbeck, Sheldon	Р	Р	Р	P			
Munoz Pimentel, Carlos	Р	Р	Р	P			
Reaser, Jacob	Р	Р	Р	P			
Rosas, Erick	Р	R	Р	R			
Simons, Gabe	Р	Р	Р	R			
Thomson, Emma	Р	Р	Р	P			
Wu, Rose	Р	Р	Р	P			
P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting							

# University Students' Council Agenda October 25, 2018

# **Roy Romanow Student Council Chamber**

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
- 4. Minutes and Reports for Information
  - **4.1 USC Minutes October 18, 2018**
  - 4.2 Executive Committee October 18 & October 22, 2018
  - 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. New Business
- 7. Business
  - 7.1 Infrastructure Report Stefanie Ewen
  - 7.2 Meeting with Carla Beck, Critic of Advanced Education
  - 7.3 Election of Councillors to Committees

**Budget & Finance Committee (1)** 

**External Affairs Committee (3)** 

**Student Affairs Committee (3)** 

- 8. Questions, Comments, and Announcements
- 9. Adjournment

# University Students' Council Minutes for Thursday, October 18, 2018

#### Present

Brent Kobes, Acting President & VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Meaghan Dierker, Agriculture & **Bioresources** Yifan Han, Medicine Lauren Klassen, Education Carlos Muñoz Pimentel, Arts & Science Erick Rosas, International Students Gabe Simons, Edwards School of Business Emma Thomson, WCVM Ryne Keller, Agriculture & Bioresources Lauren Fraess, Nursing Jonathan Halvorson, Arts & Science Serena Liu, Dentistry Kaitlin Bird, Indigenous Students Akinwande Akingbehin, International Students

### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager Rollin Baldhead, President-Elect

### Regrets

John Andraos, Pharmacy & Nutrition Mike Aman, Engineering Amy Flynn, Education Jacob Reaser, Arts & Science Noah Koh-Steadman, Engineering

#### Absent

Jamie Bell, Edwards School of Business

#### **Guest List**

Olena Malko, ASSU Jordyn Colborn, KISS Rob Dudiak, City of Saskatoon Jim McDonald, City of Saskatoon Alison Gray, City of Saskatoon The meeting was called to order at 6:00 p.m.

# 1. Adoption of the Agenda

Chairperson Phillips 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.

Move to adopt the agenda.

**USCMotion018**: President Kobes/Councillor Muñoz-Pimentel

Carried

#### 2. Introductions

President Kobes introduced Olena Malko and Jordyn Colborn. He also introduced Jim McDonald, Rob Dudiak, and Alison Gray from the City of Saskatoon.

#### 3. Council Addresses

# 3.1 Rob Dudiak - City of Saskatoon

Move to go into informalities.

USCMotion019: President Kobes/VP Wu

Carried

Rob Dudiak introduced himself as the Project Manager for Bus Rapid Transit. He said the project comes from the city's growth plan to 500,000 people. Higher order transit allows for opportunities for growth in various neighbourhoods. He clarified that BRT is trying to achieve the same goals as light rail or a subway would, but using buses instead. BRT's purpose is to have buses stop for shorter amounts of time, less often. Ridership is proven to increase with more reliable service. The planned frequency is busing every 10 minutes in peak times and 20 minutes outside of peak times. The city has been doing various stakeholder outreach on the BRT project and they will continue this throughout the rest of the year. He noted there will be a connection between buses and traffic lights that will help the bus get where it is going quicker. He noted there will be queue jump lanes at busy intersections, newly designed bus stations that are larger and more accessible, and potential park and ride locations. After doing a cost-benefit analysis, Rob evaluated that, most conservatively, there is a benefit to cost ratio of 1.7. Moving forward, early construction could begin as early as late 2019.

Councillor Klassen asked what the Broadway area would look like with the BRT system?

Mr. Dudiak said they are looking at two methods on Broadway. One would be dedicated transit lanes, looking at three different renditions of what that could look like. There would be a transit station between Main St and 9<sup>th</sup> St.

Councillor Klassen asked if this will change the way that street festivals work on Broadway?

Mr. Dudiak said that Broadway is closed about 10 days a year. During those days, BRT would run an alternate route.

Mr. Dudiak noted that, in regard to College Drive, there is a proposed widening to the north to allow for additional space to accommodate cycling and pedestrian use better. There will be a station near Munroe, a station at Cumberland, and eventually, a station near Stadium Drive.

GM Cottrell asked if there is any preliminary costing for the project?

Mr. Dudiak said the current costing is \$120 million.

Councillor Akingbehin asked if the stations will be warmer?

Mr. Dudiak said there will be radiant, on-demand heating within bus shelters.

Councillor Muñoz-Pimentel asked if the stations will be closed off from the cold?

Mr. Dudiak said that right now the stations do not have doors, just two openings for safety reasons.

#### 4. Minutes and Reports

- 4.1 USC Minutes October 4, 2018
- 4.2 Executive Committee October 9 & 15, 2018
- 4.3 Budget & Finance Committee October 4 & 11, 2018
- 4.12 Sustainability Committee October 12, 2018

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

Move to accept the minutes and reports into the official record. **USCMotion020**: VP Moellenbeck/President Kobes

Carried

#### 6. New Business

### **6.1 Infrastructure Report**

President Kobes noted that Stefanie Ewen, the USSU's Facilities Manager, will be attending USC to provide an updated report on infrastructure spending.

#### **6.2** Legislature Trip Report

President Kobes noted that at the next meeting, the Executive will provide USC with a report on their meetings at the Saskatchewan Legislature with Minister Beaudry-Mellor and Carla Beck.

#### **6.3 Elections to Council Committees**

President Kobes noted that next week, Council will be filling the rest of the spots on Council committees.

#### 7. Business

#### 7.1 By-Election Results

President Kobes thanked everyone who put their names up for running in the byelection. He welcomed all new Councillors and the President-Elect Rollin Baldhead.

# 7.2 Meeting with Carla Beck, Critic for Advanced Education

President Kobes noted that the Executive met with Carla Beck, the Critic for Advanced Education. During this meeting, they discussed their external relations plan. VP Wu alerted Ms. Beck to the need for grants to deal with the increasing costs of university. President Kobes noted that they discussed the restoration of \$15 million to the non-descript Operations Grant. Finally, President Kobes thanked VP Moellenbeck for discussing online-homework systems with Carla Beck.

# 7.3 Annual General Meeting

President Kobes noted that the USSU's Annual General Meeting will be occurring on Thursday, November 22. He noted that all Councillors must attend this meeting, and in order to reach the quorum of 50, they should all bring a friend. President Kobes announced that anyone who wishes to amend the Bylaw needs to submit their draft amendments to GM Cottrell by November 2. All amendments must be vetted by lawyers before the AGM.

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

Councillor Muñoz-Pimentel announced that the Political Studies Students' Association is hosting a steak night next Wednesday at the Sutherland Bar.

President Kobes noted that he had a great time at Face-To-Face in the College of Engineering where he met a dancing deer.

VP Moellenbeck announced that the next Face-To-Face will be in the College of Kinesiology on Friday, November 2.

VP Moellenbeck announced that submissions for the Undergraduate Project Symposium will be accepted starting next week.

President Kobes announced that University Council will be meeting next week.

VP Wu announced that the USSU will be hosting events on Halloween, including a costume contest, pumpkin carving, and Trick or Eat.

VP Wu announced that there will be a Council Social next week after USC.

Councillor Akingbehin asked if Councillors get reminders for any events?

VP Wu recommended Councillors follow the USSU's social media accounts for reminders of events.

Councillor Simons requested for the agendas, moving forward, to have a small blurb about what is being discussed in council addresses.

Councillor Klassen asked if the radio show host position on CFCR had been filled?

President Kobes said no, but he would meet with Councillor Klassen about it.

GM Cottrell noted that the USSU used to hire a host. About 10 years ago, an Executive wanted to do the job and it was grandfathered in that way. As of now, there is no budget line for a host.

#### 9. Adjournment

#### **Budget and Finance Committee Meeting**

Present: GM Cottrell, President Kobes, VP Wu, MSC Aman. Quorum not meet.

Call to Order: 8:03

Noble Entertainment Presentation

Huskie Formula Racing Presentation

President Kobes noted the need to process funding requests and called an executive meeting to order.

Adjournment

#### **Executive Committee Meeting**

Present: GM Cottrell, VP Wu, VP Moellenbeck, President Kobes, MSC Aman (Guest)

Call to Order: 8:30

- Kobes moves, Wu seconded to fund Huskie Formula Racing \$500 XL Credit and \$500 Cash, Carried
- 2. Kobes moves, Moellenbeck seconds to fund Urban Culture \$800 Louis Credit and \$200 XL. Concern was raised by VP Wu on the overall cost of the event. Carried.
- 3. Moellenbeck moves, Wu seconds \$242 cash for USASK People Party Club. Carried
- 4. Kobes moves, Wu seconds \$150 in cash funding for Physics Students Society, Halloween event. VP Kobes will contact them about Pepsi. Carried
- 5. Kobes moves, Moellenbeck seconds \$500 cash for Chinese Student and Scholars, The Night of Chinese. Carried.
- 6. Kobes moves, Moellenbeck seconds \$200 in cash \$200 in XL for Friends of Falun Gong, David Kilgour Lecture. VP Wu abstains. Carried.
- 7. Wu moves, Moellenbeck seconds \$200 cash funding for Comitatus.
- 8. Wu moves, Kobes seconds \$169.72 for cash funding, Anatomy and Cell Biology Research Night. Carried
- 9. Kobes moves, Moellenbeck seconds \$500 cash funding for Latin Society's, meet the profs. Carried
- 10. Moellenbeck moves, Kobes seconds \$60 cash funding for Fellowship's Halloween Night. Carried
- 11. Wu moves, Kobes seconds \$100 Sociology Students, Scare your Stress Away. Carried
- 12. Kobes moves, Wu seconds \$500 cash funding for Debate Societies Diefenbaker Cup . Carried

# Executive Meeting Minutes for October 22, 2018

Present: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 8:55 am.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

### **President Baldhead:**

Meetings/Events:

None

Initiatives:

None

Event Plans in Progress:

None

#### **VP Kobes:**

Meetings/Events:

Face-To-Face

**PSSA** Meet the Profs

Debra Prosega Osborn

**FARC** 

Governance Committee

Jordan from ISSAC

Salome and Graham (re: CCRs)

**BUSF Mental Health Event** 

Lauren Klassen (re: CFCR)

Initiatives:

**CFCR Recording** 

Event Plans in Progress:

None

# **VP Moellenbeck:**

Meetings/Events:

Undergraduate Project Symposium planning meeting

**Educational Systems Steering Committee** 

Face-to-Face in Engineering

**AVPR** Interview

CCR meeting w/Salome and Graham

Student Forum Executive Committee

#### **Initiatives:**

Communication with Campus Legal Services

Continued to secure funding for UPS

Preparation for TLARC

Event Plans in Progress:

Undergraduate Project Symposium

#### VP Wu:

Meetings/Events:

Executive

**IAC** 

**BFC** 

**USC** 

Dolapo (re: Co. Labs)

Jerin (re: Mental Health event)

Student Forum Executive

#### Initiatives:

United Way Leadership Reception

Updated Face To Face trifold and resources

Face to Face

Halloween event shopping

Answered MSC Han about bike racks

Event Plans in Progress:

Halloween

#### 4. Business

#### 4.1 Macleans Rankings

GM Cottrell informed the Executive that the University of Saskatchewan rose in the overall Macleans Rankings from 11th to 9th.

#### 4.2 Jim Lee

VP Kobes noted that he is a part of the International Activities Committee, the Committee responsible for the International Blueprint. Jim Lee, from the Committee, wants to speak to USC. VP Kobes said that this week's agenda is already quite full. VP Kobes suggested inviting Jim to Council next week.

# 4.3 Engineers Council

VP Kobes said that Engineering students have their Council tomorrow evening. VP Kobes will be attending and he said that any other Executives can attend with him.

# 4.4 Impeachment

AGA Kylie Phillips informed the Executive that Councillor John Andraos is up for impeachment, in accordance with the Bylaw, as he has missed three of the last five USC meetings. VP Moellenbeck will reach out to Councillor Andraos to check in with him before considering impeachment.

#### 4.5 CCR

VP Moellenbeck noted that he has been thinking of moving CCRs to VP Kobes' portfolio. VP Kobes noted that, at the discretion of the chair of the CCR Committee, he will replace VP Moellenbeck. They both think it makes more sense to be in VP Kobes' portfolio because of the involvement with campus clubs. VP Kobes noted that he is going to try to implement CCR's in the Campus Club Policy.

# 4.6 Student Forum Topics

VP Moellenbeck noted that there was the first Student Forum meeting where they attempted to set the agenda. He told the Executive Committee that if there are topics that need to be discussed at Student Forum, they can bring them to VP Wu or himself. VP Moellenbeck said the topics should focus on what can best facilitate discussion. For the first meeting, they will be discussing student success.

# 4.7 Senate & University Council

VP Kobes went to Senate on Saturday. He gave a presentation about what USC has been doing. University Council meets this Thursday. President Baldhead will make a presentation on behalf of the Executive at University Council.

# 5. Adjournment

The meeting was adjourned at 9:26.

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18		
Akingbelin, Akinwande	NYA	NYA	NYA	NYA	Р		
Albert, Mike	Р	Р	Р	R	Р		
Aman, Mike	Р	Р	Р	Р	R		
Andraos, John	Р	Р	R	R	R		
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р		
Bell, Jamie	NYA	NYA	NYA	NYA	А		
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р		
Dear, Seth	NYA	NYA	NYA	NYA	Р		
Dierker, Meaghan	Р	Р	Р	Р	Р		
Flynn, Amy	Р	Р	Р	Р	R		
Fraess, Lauren	NYA	NYA	NYA	NYA	Р		
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р		
Han, Yifan	Р	Р	Р	Р	Р		
Keller, Ryne	NYA	NYA	NYA	NYA	Р		
Klassen, Lauren	Р	Р	Р	Р	Р		
Kobes, Brent	Р	Р	Р	Р	Р		
Koh-Steadman, Noah	R	Р	Р	Р	R		
Liu, Serena	NYA	NYA	NYA	NYA	Р		
Moellenbeck, Sheldon	Р	Р	Р	Р	Р		
Munoz Pimentel, Carlos	Р	Р	Р	Р	Р		
Reaser, Jacob	Р	Р	Р	Р	R		
Rosas, Erick	Р	R	Р	R	Р		
Simons, Gabe	Р	Р	Р	R	Р		
Thomson, Emma	Р	Р	Р	Р	Р		
Wu, Rose	Р	Р	Р	Р	Р		
P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting							

# University Students' Council Agenda November 8, 2018 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
- 4. Minutes and Reports for Information
  - **4.1 USC Minutes October 25, 2018**
  - 4.2 Executive Committee October 29, 2018 & November 5, 2018
  - 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 October 25 & November 1
  - 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. New Business
  - 6.1 Privacy Policy
- 7. Business
  - 7.1 Elder in Residence Proposal
  - 7.2 Bylaw Amendments Review
  - 7.3 Impeachment
- 8. Questions, Comments, and Announcements
- 9. Adjournment

# University Students' Council Minutes for Thursday, October 25, 2018

#### Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering Meaghan Dierker, Agriculture & **Bioresources** Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM Noah Koh-Steadman, Engineering John Andraos, Pharmacy & Nutrition Akinwande Akingbehin, International Students Jamie Bell, Edwards School of Business Kaitlin Bird, Indigenous Students Seth Dear, Nursing Lauren Fraess, Nursing Jonathan Halvorson, Arts & Science Ryne Keller, Agriculture & Bioresources Serena Liu, Dentistry

#### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager Stefanie Ewen, USSU Facilities Manager

### Regrets

Lauren Klassen, Education Erick Rosas, International Students

#### Absent

# Guest List Isaac Reaser

The meeting was called to order at 6:02 p.m.

# 1. Adoption of the Agenda

Chairperson Phillips 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.

VP Kobes requested to move 7.2 to 8.1, change Budget & Finance Committee (1) to (2), and add Discussion with Minister Beaudry-Mellor to the new 8.1.

Move to adopt the amended agenda.

USCMotion021: VP Moellenbeck/VP Kobes

Carried

#### 2. Introductions

President Baldhead introduced Isaac Reaser and Stefanie Ewen, the USSU Facilities Manager.

#### 3. Council Addresses

# 4. Minutes and Reports for Information

- **4.1 USC Minutes October 18, 2018**
- 4.2 Executive Committee October 18 & October 22, 2018

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

Move to accept the minutes and reports into the official record.

USCMotion022: Councillor Muñoz-Pimentel/VP Kobes

Carried

#### 6. New Business

#### 7. Business

#### 7.1 Infrastructure Report – Stefanie Ewen

Move to go into informality until the end of the presentation.

USCMotion023: VP Kobes/VP Wu

Carried

GM Cottrell noted that Council is the only body that can approve funding from the Infrastructure Fund. The purpose of this presentation is to be accountable to Council on previous projects.

Stefanie noted that in February 2017 there were some touchups done in the Louis' Loft back hallways that involved painting and stainless-steel corner guards. It was \$236.80 under budget upon completion. At the same time, Council approved spending to fix up the loading dock hallway in Lower Place Riel. This project was completed in the

previous summer. It cost \$3472 and was \$308 under budget. As well, Council approved a washroom renovation in Lower Place Riel behind Treats. It had not been redone since the 1980s. This project included demolition of tile, installation of new tile, new lighting, new counters, new mirrors, new toilets, new urinals and an update of sprinkler heads, storage closets. The project cost \$132,293.15 and was under budget by over \$17,000. In January 2017, Council approved funds for the Louis' renovation. The project was budgeted at \$493,525.00. The total cost of the project was \$485,580.55. The Louis' renovation had a five-week deadline. Major items that prompted the renovation were an inoperable dividing wall, the stage, and lighting. Stefanie noted there was also a four-phase project in the MUB and Place Riel which is still being completed. There was a reflooring project in the MUB. The project included a renovation of stairwells in the MUB. There is one unfinished piece in the back stairwell, which is the addition of USSU signage. A third part of the four-phase project was the Place Riel refurbishing with the furniture replacement. The final phase of the project was the restoration of the Memorial Fireplace in Louis' Loft. The entire four-phase project was budgeted at \$436,675.70. To date, \$388,000 has been spent. The project is not yet ready to be closed out. The top coat on the MUB flooring must be redone and new signage is still on the way. Stefanie expects the project to come under budget.

VP Kobes told Councillors that in September, he went over USSU business numbers. Increased traffic is evident in Louis' following the renovations.

Councillor Aman clarified that these were all previous motions approved by Council? His assumption was confirmed.

Councillor Muñoz-Pimentel asked if there is a plan to change the front doors of the MUB?

Stefanie noted that the exterior doors belong to the University, not the USSU. This project would have to come out of the University's capital funds.

Councillor Bell asked if the flooring will be resurfaced or replaced and what cost it would be?

Stefanie said that it will just be a top coat resurfacing. As it is a deficiency, it will be done on the company's cost, not the USSU's. The USSU has held onto payments until the deficiency is taken care of.

Councillor Akinbehin asked if there is a system in place to create awareness around the significance of historical projects on campus?

GM Cottrell said, for the MUB, there is a plaque at the front doors. She took Councillor Akinbehin's point and noted that she would consider a plaque for the Memorial Fireplace.

GM Cottrell noted that there is a large vacancy in Lower Place Riel where the Campus Computer Store was previously situated. The space is 3500 square feet. They are looking into dividing the space for up to three tenants rather than one.

Stefanie noted they are still trying to understand the scope of demolitions and renovations that must be done.

Councillor Aman asked if the USSU has spoken to any potential tenants and if they have given any ideas of what they need in the space?

GM Cottrell said there have been various talks with people who have ideas. As of now, there are none confirmed. The USSU is hoping to have tenants by Christmas.

Stefanie noted that they did give notice internally before seeking external tenants.

Councillor Akinbehin asked what the relationship between the USSU and the tenants is like?

Stefanie said that the USSU only has tenants in Place Riel and the MUB. The other University buildings are Consumer Services.

VP Moellenbeck thanked Stefanie and GM Cottrell for the presentation.

#### 7.2 Election of Councillors to Committees

Move to open nominations to the Budget and Finance Committee. **USCMotion023**: Councillor Muñoz-Pimentel/VP Moellenbeck

Carried

VP Kobes informed Councillors that Budget and Finance Committees are at 8am on Thursdays.

Councillor Bell nominated himself.

VP Kobes nominated Councillors Keller, Fraess, Dear, Akinbehin, Bird and Liu.

Councillor Bird declined her nomination.

Councillor Akinbehin declined his nomination.

Councillor Fraess declined her nomination.

Councillor Keller accepted his nomination.

Councillor Dear accepted his nomination.

Councillor Liu declined her nomination.

Councillor Keller removed his name from the nominations.

With no opposition, nominations were closed. Councillor Bell and Councillor Dear were elected to the Budget and Finance Committee.

Move to open nominations to the External Affairs Committee.

**USCMotion024**: Councillor Aman/Councillor Reaser

**Carried** 

Councillor Reaser nominated himself.

Councillor Muñoz-Pimentel nominated himself.

Councillor Bird nominated herself.

Councillor Simons nominated Councillor Halvorson. Councillor Halvorson accepted his nomination.

Councillor Akinbehin nominated himself.

With no opposition, nominations were closed.

All nominees gave nomination speeches.

Councillors Bird, Reaser, and Muñoz-Pimentel were elected to the External Affairs Committee.

Move to open nominations to the Student Affairs Committee.

USCMotion025: VP Kobes/President Baldhead

Carried

Councillor Fraess nominated herself.

Councillor Liu nominated herself.

Councillor Akin nominated himself.

Councillor Bell nominated himself.

Councillor Muñoz-Pimentel nominated all Councillors who are not sitting on a Committee.

Councillor Keller accepted his nomination.

Councillor Halvorson accepted his nomination.

With no opposition, nominations were closed.

All nominees gave nomination speeches.

Councillors Fraess, Liu, and Halvorson were elected to the Student Affairs Committee.

Move to destroy the ballots.

USCMotion026: VP Moellenbeck/Councillor Aman

Carried

# 8. Questions, Comments, and Announcements8.1 Meeting with Carla Beck and Minister Beaudry-Mellor

VP Kobes noticed that the Executive went to the opening of the Saskatchewan Legislature. There, they met with Minister Beaudry-Mellor and Carla Beck, Critic of Advanced Education. They discussed increasing grant money, ancillary student fees or online homework systems, and the restoration of \$15 million to the University Operating Budget. Minister Beaudry-Mellor wants to work with VP Moellenbeck toward finding a solution regarding online homework systems.

#### 8.2 Other Questions, Comments, and Announcements

VP Wu announced that for Halloween the USSU is hosting HalloweenFest. There will be a costume contest, photo booth, candy giveaway, and Trick or Eat in the evening.

VP Kobes noted that Bylaw amendments must be submitted by next Friday to GM Cottrell in preparation for the AGM on November 22. Councillors must attend the AGM and should bring friends to meet quorum.

Councillor Aman asked what he should do if he doesn't have enough friends?

VP Kobes suggested attending VP Wu's speed-friending event.

Councillor Dear recommended the friend portion of Tinder and Bumble to make friends.

Councillor Akinbehin requested the Executive to let him know when the Committee meetings are so that he could attend as a non-voting member.

Councillor Akinbehin announced that he has a campus club, Areopagus Youth, that is planning on hosting a public forum on the purpose of university education.

Councillor Muñoz-Pimentel announced that the Department of Political Studies and the Political Studies Students' Association are hosting a Post-US Midterm Election Roundtable on November 7<sup>th</sup> at 3:30 in Arts 241.

VP Moellenbeck noted that the Undergraduate Project Symposium is officially accepting submissions.

VP Moellenbeck announced that nominations are being accepted for the Teaching Excellence Awards. Students are encouraged to nominate their teachers or teaching assistants.

Councillor Aman asked if a professor who won the award last year is eligible again?

VP Moellenbeck said no. Teachers are eligible to win once every five years.

VP Moellenbeck noted that Face-To-Face will be in the College of Kinesiology next Friday, November 2.

VP Moellenbeck announced that there is a Council Social at Louis' after the meeting.

# 9. Adjournment

# Executive Meeting Minutes for October 29, 2018

Present: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:21 am.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Baldhead:**

Meetings/Events:

Minister Beaudry-Mellor

Round Dance

**FSIN Elections** 

**USC** 

Saskatoon Tribal Council Chief

Eagle Feather News

Speech at Sasktel Centre Powwow

Initiatives:

Orientation

MC'ed Indigenous-Spend-A-Day

Event Plans in Progress:

None

#### **VP Kobes:**

Meetings/Events:

Minister of Advanced Education

Critic of Advanced Education

Opening of Legislature

Jordan from ISSAC

Saskatoon Engineering Students Society Council

Meeting w/new President

Olena Malko on Corporate Registration

**Budget and Finance Committee** 

Sustainability Committee

**ASSU** 

**University Council** 

**EBSS** President

Initiatives:

**CFCR** 

Liability and Governance Training Preparation

Event Plans in Progress:

None

#### **VP Moellenbeck:**

Meetings/Events:

Orientation w/President Baldhead

**TLARC** 

Trip to Regina for Opening of the Legislature

Minister Beaudry-Mellor

Carla Beck

ADO on Thursday

# Initiatives:

Prep for meeting with Minister Beaudry-Mellor

Prep for PA Presentation

Continued reaching out for funding for UPS

Opened call for submissions for UPS

Event Plans in Progress:

Undergraduate Project Symposium

#### VP Wu:

Meetings/Events:

Executive

President Baldhead

Wellness Champions

Three students (re:non-academic concerns)

Minister Beaudry-Mellor

Carla Beck

**Budget and Finance Committee** 

**USC** 

Sustainability Committee

Centres

# Initiatives:

Opening of the Legislature

Prince Albert powerpoint presentation

Finished cards making event proposal

Space booking for the Alumni Association

Assembled photo frame for Halloween event

Event Plans in Progress:

Card-Making Event

#### 4. Business

# 4.1 Sustainability Committee

VP Kobes suggested that there is a good opportunity to do some appliance retrofitting in the student lounges across campus using Sustainability Funds. The appliances are energy inefficient. VP Kobes said that Matt Wolseley from the Office of Sustainability told him there is grant funding through the Revolve Fund for Campus Club initiatives.

### 4.2 Survey Prize

Jason Ventnor noted that last year they gave away an iPad as a prize for the USSU survey, but it's up to the Executive for this year's prize. VP Kobes suggested a \$100 Louis' gift certificate. The Executive Committee agreed.

#### 4.3 Communication and Meeting Requests

VP Moellenbeck noted that he wants a unified strategy in which the Executive replies all on their email chains. He said that moving forward, if there is a meeting in which all Executives need to attend, they should let AGA Kylie Phillips know and she can schedule their meetings. He also asked that Executives let the Committee know if they will be late for meetings.

#### 4.4 Memorial Bench

GM Cottrell had a meeting in preparation for the Remembrance event on November 8th. Louis' Loft will be closed on the 8th. Bill Waiser wanted GM Cottrell to let the Executive know that the \$2000 that was voted to support the Bench was enormously impactful in helping complete the project. GM Cottrell noted that the bench dedication will be at 11:30 on November 8 and the Executives' attendance would be appreciated.

#### 4.5 Holiday Card Making Proposal

VP Wu submitted an event proposal to make some holiday cards. All supplies have been donated by ISSAC. VP Wu noted she needs to pay for stamps. She is proposing a budget of \$200. GM Cottrell said there is a postal meter in the office and VP Wu does not need to go out buying stamps. VP Wu noted that ISSAC is booked for the event. VP Moellenbeck asked if VP Wu will invite campus groups. VP WU said that she could invite campus groups. VP Wu said she will limit it to two stamps per person. VP Kobes recommended a limit of one card per person.

Move to approve \$200 in funding for the holiday card making event.

EXECMotion044: Kobes/Moellenbeck

Carried

#### 5. Adjournment

The meeting was adjourned at 9:44 am.

# Executive Meeting Minutes for November 5, 2018

Present: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:05.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Baldhead:**

Meetings/Events:

**Bylaw Review** 

Meeting with Little Pine Chief (conference call)

Patti McDougall (re: mental health)

Jacqueline Ottman (re: holistic approach to mental health)

Budget

Meeting at Wanuskewin (re: potential student residence)

Face to Face

Elder Proposal meeting

Initiatives:

Scheduled meetings for Monday about Budget

Event Plans in Progress:

None

#### **VP Kobes:**

Meetings/Events:

Financial Review

Planning and Priorities

Bylaw Review

Bus Riders of Saskatoon

**BFC** 

Nigerian Students' Association

**USSU** Internal Team

ISSAC Next Up Retreat

**Geology Engineering Students** 

**Student Complaint** 

Global Connections Retreat

WUSC Brunchraiser

Initiatives:

None

Event Plans in Progress:

None

#### **VP Moellenbeck:**

Meetings/Events:

Trip to PA Campus for Presentation

Bylaw Review

Financial Review

Campus Legal Services

Face to Face

New grievance

Initiatives:

None

Event Plans in Progress:

**UPS** 

## VP Wu:

Meetings/Events:

Executive

Bylaw Review

Admin

**BFC** 

Financial Review

#### Initiatives:

Social Committee

Halloween Fest

PA Campus Presentation

Purchased pumpkins

Face to Face

Sustainability Committee event logistics

Event Plans in Progress:

None

## 4. Business

## 4.1 Impeachment of Councillor Rosas and Councillor Andraos

AGA Kylie Phillips noted that both Councillor Rosas and Councillor Andraos are up for impeachment after missing 3 out of 5 USC meetings. VP Moellenbeck asked if the Executive should bring an impeachment vote to Council. The Executive agreed that they should. President Baldhead will message Councillors Rosas and Andraos to let them know that they are up for impeachment.

## 4.2 Mayor/President/Provost to Council

VP Moellenbeck noted that the Executive need to book President Stoicheff and Mayor Clark to come to Council. President Baldhead asked when they should book them in for. VP Kobes said sometime in February of March is likely the earliest they will be available. VP Wu noted Jacqueline Ottman should come to Council. GM Cottrell noted that WUSC might want to present to USC. VP Kobes reminded the Executive that Jim Lee would also like to present at Council.

## 4.3 President's Breakfast

VP Moellenbeck said that the Executive must decide on topics that need to be brought up at the President's Breakfast. He noted that he has one topic in mind, and he thinks that the other Executives should also decide on a topic that they wish to discuss. President Baldhead wants to talk about mental health at the Breakfast.

## 4.4 External Plan

VP Kobes noted that he had a conversation with President Baldhead. After talking to Minister Beaudry-Mellor and Carla Beck, VP Kobes and President Baldhead decided that they should reach out to Saskatoon MLAs about the Executives' three key demands. This way, MLAs can lobby for them as the Budget presentation in March approaches. He thinks it is a conversation that should be had as an Executive. GM Cottrell asked what state the Saskatchewan Students Coalition is in. VP Kobes said it is now in President Baldhead's hands, however, when VP Kobes was in the President position, SSC was slowly disintegrating. GM Cottrell noted that it has been difficult trying to keep it on people's radar and to maintain a serious interest in it.

#### 4.5 Campus Legal Services

VP Moellenbeck said that he met with the supervisors and student coordinators of Campus Legal Services and they raised some structural issues, specifically that the supervisor has a term position with the College. If he is not renewed, there will not be a Supervisor, and the College of Law will want to supervise CLS. VP Moellenbeck wants to bring this up to the University as this service is essential for students. He thinks that they should hire a lawyer to supervise. VP Kobes said last year at Council, StudentCare came and talked about their Legal Services. He asked if any Unions brought into this service? GM Cottrell said no, she doesn't think so. VP Moellenbeck noted that CLS is currently at capacity. He wants to talk to the University about hiring a lawyer at the President's Breakfast.

#### 4.6 SENS Table Booking

VP Wu talked with the SENS Coordinator, Liz, who is booking a table in Arts Tunnel and asked if the fee could be waived. The table would be used to advertise EcoHack. VP Kobes clarified that we charge \$100 per table per day in the tunnel for non-ratified student groups. VP Wu clarified it would be a \$25 fee. VP Kobes said that Peer Health's fee is waived, so it

is a possible thing to do. VP Moellenbeck asked why it should be waived? VP Kobes said EcoHack is an event where students across campus come up with sustainable initiatives. He said he is okay with waiving the fee.

Move to waive the fee for SENS table booking.

EXECMotion045: Wu/Kobes

Carried

# 4.7 KiSS Council

VP Kobes noted he will be attending the Kinesiology council meeting tomorrow. If there is anything the Executive wants talked about at the meeting, they should email VP Kobes.

# 5. Adjournment

The meeting was adjourned at 10:12 am.

#### Budget and Finance Meeting October 25th 2018

Attendance: Noah Koh-Steadman, Meet Patel, Rose Wu, Brent Kobes, Caroline Cottrell, Issac Reaser.

Regrets: Mike Aman Call to Order: 8:07

- 1. Drama Students: Are missing a receipt from last year around insurance. If they did not pay then VP Kobes will bring the data back to the Budget and Finance Committee to make a decision.
- 2. Will be looking for people to attend the meeting or give regrets so that the meetings so that people don't appear needlessly
- 3. IEEE Illumination Conference: Professional conference for IEEE which brings industry professionals to the students. They are increasing the attendance of cognate disciplines Brent/Noah Carried Move to fund \$1000.00
- 4. Environmental and Bloresources Students' Association: Social NIght asking for \$100.00 in Louis's credit

  Rose/Meet Carried
- 5. Chilin for Charity: EBS they have booked the loop down by Commerce They would like 500

  Reaser/wu -Carried
- 6. Global Cafe AIESEC want \$500 in funding for printing for XL Brent to let them know that the application was not received in a timely fashion.
- 7. Concerns have been raised about the absence of Gabe SImons because of his class schedule. We would prefer to have a full committee. Brent will follow up.
- 8. Marketing Challenge- \$660 moved VP Wu, seconded MSC Koh-Steadman- Carried
- 9. VP Kobes noted the progress on Co-Curricular Records, Governance Training, and Liability Training.
- 10. VP Kobes submitted a draft of a USSU privacy policy for the committee to review for later adoption. See Appendix.
- 11. AdjournmentAppendix

## **USSU Privacy Policy**

#### Introduction

The protection and security of individual's privacy information aligns with the Mission, Vision, and Values of the USSU. The University of Saskatchewan Students Union is therefore committed to protecting all personal information, that has been collected by the USSU and information to which the USSU has access.

#### **Purpose**

This document outlines how the USSU collects, accesses, uses, and protects your personal information.

#### **Definitions**

"Personal Information" is information through which an individual can be identified or is information of a personal nature.

#### **Data Collection, Access and Use**

Data is collected by the USSU from the University of Saskatchewan for the purpose of efficient and effective programming. The USSU collects data from campus groups for ratification purposes, as outlined in the *Campus Group Policy*. The USSU also collects data for the purpose of advocacy including the form of petitions.

#### **Data Protection**

The USSU shall apply appropriate security measures for the protection of personal information (irrespective of format), including physical, technological, and administrative controls. We will take reasonable steps to prevent unauthorized access, collection, use, disclosure, modification, or destruction of personal information by any individuals, whether internal or external to the Student Union, and we will keep data only as long as required for our reasonable business and/or legal needs

Only officers, employees and recognized third parties shall have access on a need to know basis.

This document is consistent with the University of Saskatchewan's *Freedom of Information and Protection of Privacy Policy*. For more information regarding the University of Saskatchewan Policy, contact Access and Privacy Officer 306-966-8596.

Contact Information: Vice-President Operations and Finance 966-6967

Policy Authority Budget and Finance Committee

<u>Approvals</u> <u>Board/Committee</u> <u>Date</u> <u>Motion</u>

Adopted

#### Budget and Finance Meeting November 1st

Attendance: MSC Dear, MSC Bell, VP Kobes, GM Cottrell, VP Wu, SAL Reaser, MSC Aman

Regrets: MSC Koh-Steadman,

Call to Order: 8:05

## Report of VP:

- Since our last meeting I attended the following meetings:
  - Planning and Priorities
  - Bus Riders of Saskatoon
  - Co-Curricular Records
  - Bylaw Review
  - Sustainability Committee
  - University Council

GM Cottrell noted new updates to the bus pass system for the committee.

# **Privacy Policy**

• Do any of the members have any comments?

Move Dear, Second Aman. Carried

VP Kobes will add this to New Business for the next council meeting.

## **Funding Requests**

Math and Stats \$70, Vp Wu Moves, Aman Seconds, Carried

Physics Student Society ask for \$292.24 in Louis credit, Aman moves, Reaser Seconds, Carried.

Mindful Living \$250, Move Kobes, Dear Second, Carried

Philosophy Student Women in Academia \$608.71, Moved VP Kobes, Second Dear, Carried. Committee noted that this campus group has reached their cap of \$1000.

## Any other business

VP Kobes noted the insurance issues with the Drama Students Association providing information for the committee on the issue.

VP Kobes moved that the BFC waive the fee for the Drama Students as this event occurred last year. Seconded by Dear. MSC Aman noted that this established a bad precedence. Carried

Adjournment 9:03

## **Executive Project Proposal**

## I. Project #5

Project Name: Holiday greeting cards making

Proposed by: Rose Wu

## II. Analysis

Background Information and Need: ISSAC successfully hosted a similar event last year for international students and received great feedback.

https://www.facebook.com/events/499217087128168/?active\_tab=about

Issues: A relaxing event for students to do arts and crafts and get into the holiday spirit.

Research: <a href="https://www.umass.edu/events/winter-wellness-month-holiday">https://www.umass.edu/events/winter-wellness-month-holiday</a>

## III. Target Group and Characteristics

Primary Target: International students and students who live away from home

Secondary Target (s): all students

## IV. Key Considerations

Detailed Budget:
Advertisement - \$30
Supplies - free (supplied all by ISSAC)
Stamps - \$150
International \$2.63 x 50 = \$131.5
Domestic \$8.93 for 10 or \$1.05 individually
U.S. \$1.25 x 7 = \$8.75
Chocolate - \$20

Budget Line: 170-5490-00

Total Budget: \$200

Organizational Requirements:

-come and go event -play background music

## Timeline:

- 1. Spaced booked (ISSAC, training room)
- 2. Bring to Exec meeting on Oct. 29th
- 3. Check with Celeste on supplies
- 4. Submit comm form
- 5. Make signup sheet (two free stamps per person, ask to state where to ship to)
- 6. Buy stamps and snacks

Event day: Nov. 29th, 3 - 5:30 p.m. in ISSAC Training room -put sandwich boards in Lower Place Riel on event day

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25				
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	Р	Р				
Albert, Mike	Р	Р	Р	R	Р	Р				
Aman, Mike	Р	Р	Р	Р	R	Р				
Andraos, John	Р	Р	R	R	R	Р				
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	Р				
Bell, Jamie	NYA	NYA	NYA	NYA	R	Р				
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р				
Dear, Seth	NYA	NYA	NYA	NYA	Р	Р				
Dierker, Meaghan	Р	Р	Р	Р	Р	Р				
Flynn, Amy	Р	Р	Р	Р	R	Р				
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р				
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р				
Han, Yifan	Р	Р	Р	Р	Р	Р				
Keller, Ryne	NYA	NYA	NYA	NYA	Р	Р				
Klassen, Lauren	Р	Р	Р	Р	Р	R				
Kobes, Brent	Р	Р	Р	Р	Р	Р				
Koh-Steadman, Noah	R	Р	Р	Р	R	Р				
Liu, Serena	NYA	NYA	NYA	NYA	Р	Р				
Moellenbeck, Sheldon	Р	Р	Р	Р	Р	Р				
Munoz Pimentel, Carlos	Р	Р	Р	Р	Р	Р				
Reaser, Jacob	Р	Р	Р	Р	R	Р				
Rosas, Erick	Р	R	Р	R	Р	R				
Simons, Gabe	Р	Р	Р	R	Р	Р				
Thomson, Emma	Р	Р	Р	Р	Р	Р				
Wu, Rose	Р	Р	Р	Р	Р	Р				
P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting										

# University Students' Council Agenda November 29, 2018 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes November 8 & November 22, 2018
  - 4.2 Executive Committee November 14, November 22 & November 26, 2018
  - 4.3 Academic Affairs Committee Minutes and Report November 8, 2018
  - 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 November 22, 2018
  - 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 Privacy Policy
- 7. Other Business
  - 7.1 Health & Dental Coverage Brainstorm
- 8. Questions, Comments, and Announcements
  - 8.1 Resignation of Councillor Andraos
- 9. Adjournment

# University Students' Council Minutes for Thursday, November 8, 2018

#### Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Aman, Engineering Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM John Andraos, Pharmacy & Nutrition Jamie Bell, Edwards School of Business Kaitlin Bird, Indigenous Students Seth Dear, Nursing Lauren Fraess, Nursing Jonathan Halvorson, Arts & Science Serena Liu, Dentistry

## Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

#### Guests

Sami Leung, Kinesiology Emily Migchels, Sheaf

## Regrets

Noah Koh-Steadman, Engineering Ryne Keller, Agriculture & Bioresources Akinwande Akingbehin, International Students

#### Absent

Mike Albert, Law

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

## 1. Adoption of the Agenda

Chairperson Phillips 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.

VP Kobes requested to move 7.1 to 8.1 and 7.2 to 6.2.

Move to adopt the amended agenda.

**USCMotion027**: Councillor Aman/Councillor Muñoz-Pimentel

Carried

#### 2. Introductions

President Baldhead introduced Sami Leung and Emily Migchels.

#### 3. Council Addresses

## 4. Minutes and Reports for Information

- **4.1 USC Minutes October 25, 2018**
- 4.2 Executive Committee October 29 & November 5, 2018
- 4.8 Budget & Finance Committee October 25 & November 1, 2018

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

Move to accept the minutes and reports into the official record.

**USCMotion028**: Councillor Aman/VP Kobes

Councillor Reaser asked for more information regarding the three talking points the Executive want to discuss with Saskatoon MLAs.

VP Kobes noted that the demands they would be talking about are the same as they have been discussing with Minister Beaudry-Mellor and Critic Carla Beck.

Carried

#### 6. New Business

# **6.1 Privacy Policy**

VP Kobes noted that he drafted a Privacy Policy in the summer to help deal with any personal student information that crosses the desk of the VP Operations & Finance during the campus club ratification process. The Privacy Policy will be voted on at the USC meeting on November 29.

## **6.2 Bylaw Amendments Review**

VP Kobes noted that bylaw amendments were due by November 2nd. There are nine proposed amendments to the bylaw. These include language clarification, adjustment of petition requirements to 5% across the board for consistency, and abstentions during voting process criteria. VP Kobes noted that Articles of Incorporation will also be voted on at the future AGM.

Councillor Aman asked if an amendment will go to the floor requiring Executive members to take classes while in office?

VP Kobes clarified that nothing can be presented from the floor at the AGM. However, Councillor Aman is correct that that amendment will go forward at the AGM.

## 7. Business

## 7.1 Impeachment

Chairperson Phillips noted that two Councillors are up for impeachment today. Councillor Rosas, since being notified of his impending impeachment vote, did resign from his seat. Councillor Andraos is up for an impeachment vote according to Section 82 of the USSU Bylaw after missing three out of five consecutive USC meetings. Chairperson Phillips noted that the Executive Committee has decided to bring the impeachment vote of Councillor Andraos to Council.

Councillor Andraos explained why he had missed three out of five consecutive meetings.

Chairperson Phillips asked if there was a motion on the floor to impeach Councillor Andraos. No one moved to impeach Councillor Andraos. Councillor Andraos shall keep his seat

# 8. Questions, Comments, and Announcements 8.1 Elder in Residence Proposal

President Baldhead noted that he had been talking to Tribal Councils and casinos to start a pilot project that where an in-house Elder is present on campus to bring a holistic approach to mental health for the USSU. The purpose of this Elder is to benefit Indigenous students by making them feel welcome. It will be beneficial to non-Indigenous students by introducing new ways of knowing to cultures. President Baldhead is working with FSIN and the USSU Senior Managers to get this pilot project started.

#### 8.2 Questions, Comments, and Announcements

Councillor Bird asked President Baldhead how many Elders he plans to hire?

President Baldhead noted that as of now it will be one Elder. However, the job description will be very specific.

Councillor Simons asked if this is a full time position that the USSU is hiring?

President Baldhead clarified that it is a pilot project right now. It will cost \$30 000, which will all be in the form of external donations and grants.

Councillor Bird said that she has been getting a lot of questions from her constituents about what happened with the concept of an Indigenous Students' Union?

President Baldhead said that he does not have a very deep knowledge of the USSU's history. He thinks that the Indigenous students are not feeling welcome and that by getting an Elder on campus, they will hopefully feel more welcome. He noted that the USSU must respect Indigenous students' decisions.

Councillor Muñoz-Pimentel announced that the Political Studies Students' Association is hosting a Karaoke Night at Louis' after the USC meeting on November 29.

VP Kobes announced that the Memorial Bench was unveiled on campus today. VP Kobes asked Councillors to stand for a moment of silence for Remembrance Day.

Councillor Bird asked for further clarification on her previous question about the Indigenous Students' Union?

VP Kobes said that the Executive has reached out to Regan Ratt-Misponas to set up a conversation to discuss future relations with the Indigenous Students' Council. He noted that communication has been scarce between the two parties and the USSU has been at a standstill in this situation

## 9. Adjournment

# University Students' Council Minutes for Thursday, November 22, 2018

#### Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM Jamie Bell, Edwards School of Business Kaitlin Bird, Indigenous Students Seth Dear, Nursing Lauren Fraess, Nursing Serena Liu, Dentistry Ryne Keller, Agriculture & Bioresources Akinwande Akingbehin, International Students Mike Albert, Law

## Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

#### Guests

## Regrets

Mike Aman, Engineering Jonathan Halvorson, Arts & Science

#### Absent

Noah Koh-Steadman, Engineering

The meeting was called to order.

# 1. Lower Place Riel Space Renovation.

GM Cottrell spoke to Council regarding the vacant space in Lower Place Riel previously occupied by the Campus Computer Store. She announced that one new tenant will be Campus Vision. Renovations need to be done to retrofit the space for new tenants. The USSU is asking for money from the Infrastructure Fund to complete this project, at a total cost of \$204,058.47 + taxes.

Move to spend \$204,058.47 from the Infrastructure Fund to renovate the space in Lower Place Riel.

USCMotion029: VP Moellenbeck/President Baldhead Carried

# **Executive Meeting**

## Minutes for November 14, 2018

**Present**: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, Jason Ventnor, Kylie Phillips

#### 1. Call to order

The meeting was called to order at 10:13 am.

## 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **President Baldhead:**

Meetings/Events:

Board of Governors Orientation

Lunch with FSIN Vice Chief

Metis Celebration in Gordon Oakes

U of S Branding Session

Initiatives:

None

Event Plans in Progress:

None

## **VP Kobes:**

Meetings/Events:

Planning and Priorities

Meeting with Microbiology Students

Kinesiology Students Council

**ASSU Corporate Registry** 

**Budget and Finance Meeting** 

Remembrance Day

Memorial Bench

Initiatives:

None

Event Plans in Progress:

None

## **VP Moellenbeck:**

Meetings/Events:

Undergraduate Project Symposium Planning Meeting

**TLARC** Meeting

Face to Face in Edwards

**Academic Programs Committee** 

USC Academic Affairs Committee Meeting RSAW Committee Meeting Scholarship and Bursary Committee Meeting Student Forum First Meeting

#### Initiatives:

Communications with students about grievances

Event Plans in Progress:

**UPS** 

#### VP Wu:

Meetings/Events:

Executive

**PACGSD** 

**BFC** 

Student Forum

USC

#### Initiatives:

Sustainability Committee - Livestream Together 2018 event

Face to Face in Edwards

Memorial bench

3 students concerns

Started planning for Women in Leadership

FMD for menstrual products

Updated email list for USC committees

Event Plans in Progress:

None

#### 4. Business

#### 4.1 AGM

Jason Ventnor reminded the Executive that the AGM is next week. All amendments are online, and the AGM minutes from last year will be online later today. Jason Ventnor said the Executive needs to meet to figure out who is speaking to which amendment.

#### 4.2 Elder in Residence

VP Moellenbeck noted that normally a proposal would be brought to the Executive before Student Council, therefore he would appreciate if President Baldhead would speak to his Elder in Residence proposal. President Baldhead said he is working on a pilot project to promote mental health and education by bringing an Elder in Residence to the USSU. He wants to get the Elder into the budget of the USSU. VP Moellenbeck clarified that the Elder would be the USSU's Elder who would be housed in the USSU office? President Baldhead

said that he is looking for housing for the Elder. Gordon Oakes suggested the Smudge Room and the College of Agriculture also wants an Elder in their college. Jason Ventnor noted that the USSU may need to partner with the University. President Baldhead said that funding is coming in. VP Kobes asked what budget line this would ultimately fit under? VP Moellenbeck said that he doesn't think it should strictly be the USSU's Elder, but rather a University Elder for students. VP Kobes noted that the USSU doesn't have the money to fund an Elder. He doesn't know how to sustain the salary of the Elder year after year without cutting into USSU reserves. He said there needs to be permanent sponsorship and a permanent partner. President Baldhead noted that this is where the pilot program comes into play. It can be used as a bargaining chip in getting a permanent partner, if successful. Jason Ventnor suggested waiting to see how the pilot project goes before worrying about allocating funds. VP Moellenbeck said this is a good topic to bring up at the President's Breakfast.

## 4.3 ISC

President Baldhead noted that at the last USC meeting, Councillor Bird brought up the ISC. VP Kobes said he thinks she was trying to get information on the status of the USSU's relationship with the ISC. VP Moellenbeck said that the USSU has reached out for meetings with Regan, but no meeting has occurred yet.

## 4.4 Julian Demkiw

VP Kobes said that on Sunday there was a Remembrance Day ceremony at the Memorial Gates. He noted that Julian emailed VP Kobes wondering why President Baldhead didn't show up to read Flanders Fields, as he was on the program. VP Kobes suggested that President Baldhead should email Julian back. President Baldhead said he got confused as to what date it was

#### **4.5 YWIB**

VP Kobes noted that Young Women in Business is hosting an event on Thursday that is a panel discussion with wine and cheese. Because it is off campus, they need insurance. VP Kobes asked permission to waive the insurance fee of \$300 as the event is only going to have few people and they are a new organization. He thinks it would be a good way to help YWIB get their feet off the ground. Jason Ventnor asked why VP Kobes doesn't want to just lower the fee? VP Kobes noted that, because the policy hasn't changed yet, he doesn't feel comfortable arbitrarily setting a fee without discussion with the Budget and Finance Committee.

Move to waive the insurance fee for YWIB.

EXECMotion046: Kobes/Moellenbeck

VP Moellenbeck asked what happens if another campus group asks for this? VP Kobes said that he feels comfortable doing it as the event is low risk. This has highlighted a section of the Campus Club Policy that needs revision. VP Moellenbeck asked if it is problematic to

decide what is low risk? VP Kobes said when he sells insurance he has 10 criteria that determine the risk of event.

Carried

## 4.6 SESS

VP Kobes said that the SESS AGM is on November 20 at 5:30. The Executive have all been invited to go. VP Kobes is going. VP Moellenbeck noted they should all go as they were all specifically invited.

# 4.7 University Council Reports

VP Moellenbeck noted that the reports for University Council should have been submitted by Friday by President Baldhead and one was not submitted. VP Moellenbeck noted that President Baldhead should email Kaitlyn Wells. VP Moellenbeck asked if as the deadline is approaching, President Baldhead could approach the rest of the Executive to ensure the report is comprehensive of what the Executive has been doing.

## 4.8 StudentCare

VP Kobes got an email saying that the fee review committee for fee changes is meeting soon. Council needs to make decisions on StudentCare fee increases.

## 5. Adjournment

The meeting was adjourned at 10:48.

# Executive Meeting November 22nd, 2018

#### Call to Order 9:42

Attendance, VP Kobes, VP Wu, VP Moellenbeck

## **Funding Requests**

- 1. \$1000 for Planning Students Wu moved, seconded Kobes, carried
- 2. Amnesty moved Wu, seconded Moellenbeck, carried.
- 3. GSS \$20 moved Wu, seconded Kobes, carried.
- 4. SESS \$500 moved Kobes, seconded Wu, carried.
- 5. Management \$540 moved Kobes, seconded Moellenbeck, carried.
- 6. Chemistry \$100 moved Wu, seconded Kobes, carried.
- 7. Petroleum Engineers denied on the basis that retroactive funding is not allowed via Campus Group Policy.
- 8. \$150 Vegans, moved Kobes, Wu seconded, carried.
- 9. FSA \$160 moved Moellenbeck, seconded Kobes, carried.
- 10. PSSA \$150 moved Kobes, seconded Moellenbeck, carried.
- 11. \$100 The Fellowship moved Kobes, seconded Wu, carried.

Adjournment 9:54

# Executive Meeting Minutes for November 26, 2018

**Present**: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell, Kylie Phillips

#### 1. Call to order

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

## 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **President Baldhead:**

Meetings/Events:

Initiatives:

Event Plans in Progress:

## **VP Kobes:**

Meetings/Events:

Bangladeshi Undergraduate Students Federations

**Budget and Finance** 

Planning and Priorities

**AGM** 

**SESS AGM** 

Planning Students Association Meeting

Face to Face

Governance Training Session

Presidents Breakfast

Patti MacDougal

Sustainability meeting

Transit meeting

Initiatives:

Retrofit

Event Plans in Progress:

None

## **VP Moellenbeck:**

Meetings/Events:

President's Breakfast

**Advising Committee** 

Face-to-Face WCVM

**USC** 

**AGM** 

#### Initiatives:

**Executive Photoshoot** 

**TEA Surveys** 

Event Plans in Progress:

#### VP Wu:

Meetings/Events:

26th Exec

**PEC** 

**SESS AGM** 

**IAC** 

**BFC** 

**USSU AGM** 

8th Council

Sustainability Committee

Farmer's market + Clothing swap

#### Initiatives:

Face to Face in WVCM

Checked supplies for holiday cards making

4 students concerns

Set up meeting for International Students Affairs Committee

Brainstormed for Women in Leadership

Finished Speed friending proposal + room booking + food ordering

Event Plans in Progress:

None

# 4. Business

## 4.1 Campus Vision and Studentcare

GM Cottrell noted that Studentcare will be coming to meet with the Executive soon. They will be giving more information to the Executive about trends in claims. GM Cottrell suggested that the Executive examine vision coverage now that Campus Vision will be moving into Lower Place Riel. Vision has not been increased in the health plan for a long time.

## 4.2 Discrimination Prevention

VP Kobes said that discrimination prevention was talked about at the President's Breakfast, where the GSA brought up how to be proactive about discrimination prevention. The GSA suggested partnering on an anti-racism campaign. VP Moellenbeck suggested waiting for the

GSA to bring a proposal forward. President Baldhead said that he brought it up to the External Committee, where they discussed the USSU hosting a racism and women's empowerment week. GM Cottrell asked if there was a time frame around the discrimination prevention campaign. VP Kobes said no. GM Cottrell suggested talking to the GSA before moving forward with plans.

## 4.3 Speed-Friending

VP Wu brought forward a proposal for another speed friending event in winter welcome week. She noted that everything is booked.

Move to approve \$300 funding for the Speed Friending event.

EXECMotion047: Kobes/Moellenbeck

Carried

## **4.4 Winter Orientation**

VP Wu noted that Charlene sent an email informing the Executive of Winter Orientation on January 2, 3:50-4:50 pm. She recommended that the Executive should all attend.

## 4.5 Governance and Liability Training

VP Kobes had his first Governance and Liability training session last week. VP Kobes requested \$50 for posters to advertise sessions. His next session is tomorrow and then next week. He would like to do this more often in the new year. VP Moellenbeck asked if the posters are for next semester. VP Moellenbeck suggested \$100 - \$50 for social media and \$50 for posters. VP Kobes will also send out an email blast to campus clubs. VP Wu asked if the sessions are free to attend. VP Kobes said yes.

Move to approve \$100 funding for posters.

**EXECMotion048**: Kobes/Moellenbeck

Carried

#### 4.6 Elder

GM Cottrell wanted to talk about the plan for an Elder in Residence. VP Wu asked if there are any updates. President Baldhead said he has met with Elders to potentially take on the position. He has also constructed a committee for hiring an Elder. GM Cottrell said that they should discuss the reporting structure and payroll. GM Cottrell said they need to talk about where the Elder will be housed. President Baldhead was thinking of January 14 as a start date for the Elder. VP Kobes said that he thinks an Elder should report to Jason Kovitch in the same way the Centre coordinators do, but to a different extent. VP Moellenbeck asked if the Elder would be performing a service or governance duties. GM Cottrell said that it would be classified as a service more than governance. VP Moellenbeck asked what the plan is after the pilot project ends. GM Cottrell noted that President Baldhead will be responsible for searching for more grant money. In regard to housing the Elder, President Baldhead suggested the office beside his own. GM Cottrell also mentioned the other empty office in the upstairs USSU space.

## 4.7 Career Centre

VP Kobes met with the SECC on Friday. They are doing a number of events that they are looking for support on. The SECC asked the USSU to waive the Louis' fee. They are hosting a number of industry meetups. VP Kobes told them they can apply for Executive Sponsorship up to \$1500. He noted that waiving the Louis' fee would be a very large fee to waive. VP Kobes told SECC he would talk to the Executive Committee and he will follow up with SECC with a template for Executive Sponsorship.

# 5. Adjournment

The meeting was adjourned at 10:06.

# **Executive Project Proposal**

## I. Project #7

Project Name: Speed-Friending (Term 2)

Proposed by: Rose Wu

## II. Analysis

- A. Statement of Need: Lack of existing social programing. Improves overall student engagement and student campus experiences for all undergrad students. Provides a safe and open environment for students to make new friends over ice breaker questions
- B. Project Goals: Build a sense of campus community for students.

  Attendance: 50. Expose students to USSU services and events.
- C. History: Term 1 Speed Friending event was a successful event with high attendance (60).
- D. Research: Past project proposal, event hosted by other universities

## III. Target Group and Characteristics

- A. Primary Target: First year students and international students.
- B. Secondary Target: All undergraduate students.

## IV. Budget

1. Detailed Budget:

Advertising - \$50

Room Booking - Free

Supplies Cost - \$15 (name tags, pens, containers for the questions, bell)

Food - \$250 cookies + hot chocolate

Total Estimated Cost - \$300

Budget Line: Projects Expense (170-5490-00).

#### V. Timeline

- 1. Book the Loft (2 3:30pm) ✓
- 2. Bring proposal to Nov. 26th Exec. Meeting

#### If approved:

- 3. Submit Comm Form
- 4. Set up the sign up sheet

## VI. Logistics

Date: Jan. 10th, Thursday of Winter Welcome Week

Time: 2:30-3:30pm

## Agenda:

Loft booked at 2pm

-move tables together/ set up station at each couch

-bowl of ice breaker questions (cut up into stripes) at each station

Doors open, check-in + mingle time: 2:20 - 2:35 pm

-participants get a name tag when they check-in

Introduction of USSU + rules: 2:35 - 2:40 pm

-5-7 minute rotations

-one side does not move, one side get up and move to the left.

Start: 2:40 - 3:30 pm

## VII. Marketing

- -graphics
- -plasma ads
- -posters
- -FB event

## Academic Affairs Meeting

Present: Sheldon, Kylie, Carlos, Yifan, Kate, Amy

- 1. Introductions
- 2. Sheldon went over what he has been doing all summer/fall. Face-to-Face, Online Homework Systems, Know Your Rights Week
- 3. TEA Surveys Kylie introduced the surveys and the expectations for survey schedule sign-ups
- UPS Sheldon talked about UPS on January 31 and promoting it during TEA Surveys
- 5. What do you want from this committee?
  - a. Amy Basic Teaching Skills mandatory class for professors
    - i. Carlos and TAs?
  - b. Yifan interested in helping with Online Homework Systems; wants to be more aggressive at promoting TEA in College of Medicine
  - c. Carlos better TEA advertising
    - i. Amy suggest that MSCs share social media posts
  - d. Sheldon textbook cost campaign: whiteboard campaign during Know Your Rights Week, open-textbook resources; Burst the Bubble on Academic Integrity - trivia about academic rights
- 6. Next Meeting Time
- 7. Meeting Adjourned @ 8:41

## Budget and Finance Meeting November 22nd 2018

Attendance: VP Kobes, VP Wu, GM Cottrell, Regrets MSC Koh-Steadman

Call to Order

Approval of Agenda

Approval of the Minutes from November 8th, 2018

## Report of VP

- BUSF
- Planning Students
- SESS
- Young Women in Business
- ASSU
- One new ratification (Edwards International Students Society)

## **Funding Requests**

- 1. Planning Students
- 2. Amnesty
- 3. Greystone Scholars
- 4. SESS
- 5. Management
- 6. Chemistry
- 7. Petro Eng.
- 8. Vegans
- 9. FSA
- 10. PSSA
- 11. The Fellowship

## Cheque Reissue

- USC Honorariums 200.00
- Student Groups \$848.82

#### Insurance

- Campus Group Policy
- Young Women in Business

Nifty Knitters DeRatification

Doodle Poll for next term

Questions, Comments, Announcements

# Adjournment

#### USSU Privacy Policy

#### Introduction

The protection and security of individual's privacy information aligns with the Mission, Vision, and Values of the USSU. The University of Saskatchewan Students Union is therefore committed to protecting all personal information that has been collected by the USSU and information to which the USSU has access.

#### Purpose

This document outlines how the USSU collects, accesses, uses, and protects your personal information.

#### **Definitions**

"Personal Information" is information through which an individual can be identified or is information of a personal nature.

## **Data Collection, Access and Use**

Data is collected by the USSU from the University of Saskatchewan for the purpose of efficient and effective programming. The USSU collects data from campus groups for ratification purposes, as outlined in the *Campus Group Policy*. The USSU also collects data for the purpose of advocacy including the form of petitions.

#### **Data Protection**

The USSU shall apply appropriate security measures for the protection of personal information (irrespective of format), including physical, technological, and administrative controls. We will take reasonable steps to prevent unauthorized access, collection, use, disclosure, modification, or destruction of personal information by any individuals, whether internal or external to the Student Union, and we will keep data only as long as required for our reasonable business and/or legal needs.

Only officers, employees, and recognized third parties shall have access on a need to know basis.

This document is consistent with the University of Saskatchewan's *Freedom of Information and Protection of Privacy Policy*. For more information regarding the University of Saskatchewan Policy, contact Access and Privacy Officer 306-966-8596.

Contact Information: Vice-President Operations and Finance 966-6967

Policy Authority Budget and Finance Committee

<u>Approvals</u> <u>Board/Committee</u> <u>Date</u> <u>Motion</u>

Adopted

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	Р	Р	R	Р
Albert, Mike	Р	Р	Р	R	P	Р	А	Р
Aman, Mike	Р	Р	Р	Р	R	Р	Р	R
Andraos, John	Р	Р	R	R	R	Р	Р	RESIGNED
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	Р	Р	Р
Bell, Jamie	NYA	NYA	NYA	NYA	R	Р	Р	Р
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р	P	Р
Dear, Seth	NYA	NYA	NYA	NYA	Р	Р	P	Р
Dierker, Meaghan	Р	Р	Р	Р	Р	Р	P	Р
Flynn, Amy	Р	Р	Р	Р	R	Р	P	Р
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	P	Р
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р	Р	R
Han, Yifan	Р	Р	Р	Р	Р	Р	P	Р
Keller, Ryne	NYA	NYA	NYA	NYA	Р	Р	R	Р
Klassen, Lauren	Р	Р	Р	Р	Р	R	Р	Р
Kobes, Brent	Р	Р	Р	Р	Р	Р	P	Р
Koh-Steadman, Noah	R	Р	Р	Р	R	Р	R	Α
Liu, Serena	NYA	NYA	NYA	NYA	Р	Р	P	Р
Moellenbeck, Sheldon	Р	Р	Р	Р	Р	Р	Р	Р
Munoz Pimentel, Carlos	Р	Р	Р	Р	Р	Р	Р	Р
Reaser, Jacob	Р	Р	Р	Р	R	Р	P	Р
Rosas, Erick	Р	R	Р	R	Р	R	RESIGNED	
Simons, Gabe	Р	Р	Р	R	Р	Р	Р	Р
Thomson, Emma	Р	Р	Р	Р	Р	Р	Р	Р
Wu, Rose	Р	Р	Р	Р	Р	Р	Р	Р
P - Present; R - Regrets; A - Absence	e; NYA - Not Yet	Appointed; NN	и - No Meetir	ng				

# University Students' Council Agenda January 3, 2019 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
- 4. Minutes and Reports for Information
  - **4.1 USC Minutes November 29, 2018**
  - 4.2 Executive Committee December 9 & December 16, 2018
  - 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 November 29 & December 6, 2018
  - 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. Other Business
  - 7.1 Welcome Back!
- 8. Questions, Comments, and Announcements
- 9. Adjournment

## University Students' Council Minutes for Thursday, November 29, 2018

#### Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Gabe Simons, Edwards School of Business Noah Koh-Steadman, Engineering Akinwande Akingbehin, International Students Jamie Bell. Edwards School of Business Kaitlin Bird, Indigenous Students Seth Dear, Nursing Lauren Fraess, Nursing Jonathan Halvorson, Arts & Science

#### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

#### Regrets

Meaghan Dierker, Agriculture & Bioresources Jacob Reaser, Arts & Science Emma Thomson, WCVM Ryne Keller, Agriculture & Bioresources Serena Liu, Dentistry

#### Absent

#### Guests

Regan Ratt-Misponas, ISC Brittany Macnab The meeting was called to order at 6:02 p.m.

## 1. Adoption of the Agenda

Chairperson Phillips 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.

VP Kobes requested the addition of 9 In-Camera Session.

Move to adopt the amended agenda.

**USCMotion030:** Mover/Seconder

Carried

#### 2. Introductions

President Baldhead introduced Regan Ratt-Misponas and Brittany Macnab.

#### 3. Council Addresses

## 4. Minutes and Reports

- 4.1 USC Minutes November 8 & 22, 2018
- **4.2** Executive Committee November 14, 22 & 26, 2018
- 4.3 Academic Affairs Committee November 8, 2018
- 4.8 Budget and Finance Committee November 22, 2018

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

Move to accept the minutes and reports into the official record.

USCMotion031: Mover/Seconder

Carried

#### 6. Business

#### 6.1 Privacy Policy

Move to accept the Privacy Policy as written.

USCMotion032: Mover/Seconder

Carried

#### 7. Other Business

#### 7.1 Health and Dental Plan Brainstorming

VP Wu informed the Councillors that, in the New Year, fees would have to be set for the health and dental plan. As such, she wanted the Councillors to discuss anything they would like to see come out of changes to the plan.

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

#### 8.1 Resignation of Councillor Andraos

Chairperson Phillips informed Council that Councillor Andraos has resigned from his seat on USC.

## 9. In Camera Session

## 10. Adjournment

# Executive Meeting Minutes for December 9, 2018

Present: President Baldhead, VP Kobes, VP Moellenbeck, GM Cottrell

Absent: VP Wu

#### 1. Call to order

The meeting was called to order at 9:00.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **President Baldhead:**

Meetings/Events:

**Executive Retreat** 

Two ADOs

**ISSAC** Meeting

Elders (re: in-house Elder proposal)

Olivia's farewell

Initiatives:

Catching up on emails

Event Plans in Progress:

Indigenous Achievement Week

#### **VP Kobes:**

Meetings/Events:

**Executive Retreat** 

Financial Review

**ISSAC** Meeting

Planning and Priorities

Studentcare

Governance and Liability Training

Initiatives:

None

Event Plans in Progress:

None

## **VP Moellenbeck:**

Meetings/Events:

Student Grievance

**Academic Programs Committee** 

Initiatives:

Worked Reception

Event Plans in Progress:

**UPS** Prep

Academic Integrity Week Prep

Online Homework Systems Meeting Prep

#### VP Wu:

Meetings/Events:

Out of Office

Initiatives:

Out of Office

Event Plans in Progress:

Out of Office

#### 4. Business

## 4.1 Indigenous Achievement Week

President Baldhead wants to hold Red Talks. He wants to do one in the hallways during a lunch hour. Perhaps in North Councourse?

## **4.2 Funding Requests**

#### 4.2.1 SPNSS

SPNSS requesting \$600.00 for OSKE mock exams. They have professionals coming in to teach them and to have pizza and pop.

Move to approve \$600.00 in funding.

EXECMotion049: Kobes/Baldhead

Carried

#### 4.2.2 Redeemed Christian Church of God

Requesting \$120.00 for posters to advertise and create awareness for Christmas Banquet in the Jesus House to celebrate the birth of Jesus.

Move to approve \$120.00 in funding.

EXECMotion050: Kobes/Baldhead

Carried

#### 4.2.3 Math and Statistics Students

Requesting \$65.59 for a Board Game Night. Will be making their own baked goods and are in need of equipment and supplies.

Move to approve \$65.59 in funding.

EXECMotion051: Kobes/Baldhead Carried

2

## 4.2.4 VASU

VP Kobes noted that VASU needs to come in to present for a funding request soon.

## 4.3 SECC

SECC had previously spoke with VP Kobes about waiving the room rental fee for Louis. Executive Committee suggested perhaps sponsoring a portion of each room rental fee.

Move to give SECC plasma space and provide \$500.00 in room rental sponsorship.

EXECMotion052: Kobes/Moellenbeck

Carried

## 5. Adjournment

The meeting was adjourned.

# **Executive Meeting Minutes for December 16, 2018**

Present: President Baldhead, VP Kobes, VP Moellenbeck, GM Cottrell

Absent: VP Wu

#### 1. Call to order

The meeting was called to order at 9:05.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **President Baldhead:**

Meetings/Events:

**Board of Governors Meeting** 

FSIN Youth

**FARC Meeting** 

Lunch with Lee Ahenakew

Governance meeting

Mental Health Debriefing

Initiatives:

None

Event Plans in Progress:

None

#### **VP Kobes:**

Meetings/Events:

Ore Gangue

Fee Review Committee

Admin Team

Louis'

Academic Space Planning

Planning and Priorities

**Transit Meeting** 

Briefing on Mental Health

Meeting with Falun Gong

Initiatives:

None

Event Plans in Progress:

None

#### **VP Moellenbeck:**

Meetings/Events:

Homework Systems Working Group

**UPS Planning Committee** 

Academic Programs Committee

**RSAW Committee** 

**University Council** 

Initiatives:

Reception

One Sick Day

Event Plans in Progress:

**UPS Planning** 

## VP Wu:

Meetings/Events:

Out of Office

Initiatives:

Out of Office

Event Plans in Progress:

Out of Office

#### 4. Business

## 4.1 Funding Requests

ACBC and Phys/Pharm requested \$100 in XL Print & Design credit for a trivia night event in January.

Move to fund ACBC and Phys/Pharm.

**EXECMotion053**: Kobes/Baldhead

Carried

## 4.2 Who to Invite to University Students' Council?

The Executive Committee agreed that they should invite people to speak to Council to talk about five major themes in the New Year: internationalization, indigenization, civic politics, university affairs, and mental health.

### 5. Adjournment

The meeting was adjourned.

#### Budget and Finance Meeting November 29th, 2018

- 1. Attendance
  - a. VP Wu, VP Kobes, GM Cottrell, MSC Bell, MSC Dear, MSC Aman, SAL Reaser, SAL Patel.
- 2. Call to Order 8:07
- 3. Approval of Agenda m/s/c
- 4. Report of VP
  - a. Governance Training
  - b. Liability Training
  - c. Engineering Programming
  - d. Ratifications
    - i. Green Legal
  - e. Student Complaints
- 5. Funding Requests
  - a. EBSA \$100 in Louis Credit Moved Rose /Seconded MA /C
  - b. Agros \$500 Cash denied, VP Kobes wil contact.
  - c. \$200 Geography Louis Credit Move Dear/ Second VP Wu/ Carried
  - d. \$500 XL Credit Spectrum Moved MSC AMAN/ Seconded MSC Bell/ Carried
- 6. Campus Group Policy Amendments (See Appendix)
  - a. Moved Aman, Seconded Dear, Carried
- 7. Accountabilities 9 am December 4th, I will send out a google invite.
- 8. Doodle Poll for next term
- 9. Questions, Comments, Announcements
- 10. Adjournment

#### Appendix.

#### 2. Insurance Fee

One of the administrative functions of the USSU is to facilitate Campus Group insurance needs. The USSU provides insurance coverage to these groups by way of an extension of its liability insurance policy. The following provides an equitable process by which Groups are charged for their coverage.

The USSU reserves the right to withhold approval of events in conjunction with its insurer based on the nature / history of the event. If an event is not approved, then the USSU will not extend its liability coverage for that specific event.

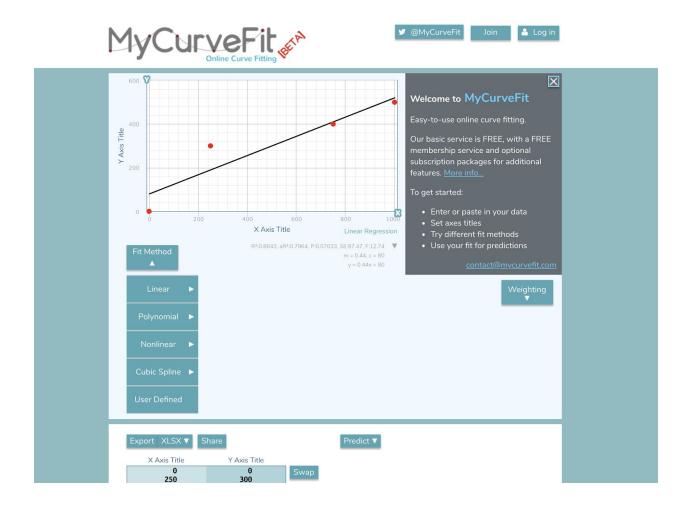
The insurance fee that Campus Groups pay will cover their activities and approved events for the rest of the academic year. For the USSU's purposes this fee is based on two criteria: the Group's approved events and general operating activities.

In the event that an insurance claim is made on behalf of a ratified student group, the student group will pay the entire deductible.

#### Alcohol-Based Events

Activities in which the Campus Group has elected to host the liquor license will be charged based on the location and the size of the event. On-campus events present a much lower risk factor than off-campus events. Also, the higher the number of participants in attendance, the higher the risk associated. The charge is then based on the risk of incident at the event. The fee structure is broken down by the following formula y=50+.50x, where x is the number of students.

NOTE: Campus Group Insurance does not cover pub-crawls.



## Budget and Finance Committee Meeting Dec 6th

Attendance: VP Kobes, MSC Aman, SAL Reaser,

Regret: VP Wu, MSC Koh-Steadman

Call to Order:

## Report of VP:

- Cannabis
- Executive Retreat
- Physics Students
- MSC Aman Request
- Campus Club Week

**Funding Requests** 

## SPNSA Request

• MSC Dear Presented

**PSS Request** 

Doodle Poll Reminder

Other Business?

Adjournment

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	Р	Р	R	Р	Р
Albert, Mike	Р	Р	Р	R	Р	Р	А	Р	Р
Aman, Mike	Р	Р	Р	Р	R	Р	Р	R	Р
Andraos, John	Р	Р	R	R	R	Р	Р	RESIGNED	
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р
Bell, Jamie	NYA	NYA	NYA	NYA	R	Р	Р	Р	Р
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р
Dear, Seth	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р
Dierker, Meaghan	Р	Р	P	Р	Р	Р	Р	Р	R
Flynn, Amy	Р	Р	P	Р	R	Р	Р	Р	Р
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р	Р	R	Р
Han, Yifan	Р	Р	Р	Р	Р	Р	Р	Р	Р
Keller, Ryne	NYA	NYA	NYA	NYA	Р	Р	R	Р	R
Klassen, Lauren	Р	Р	Р	Р	Р	R	Р	Р	Р
Kobes, Brent	Р	Р	Р	Р	Р	Р	Р	Р	Р
Koh-Steadman, Noah	R	Р	Р	Р	R	Р	R	Α	Р
Liu, Serena	NYA	NYA	NYA	NYA	Р	Р	Р	Р	R
Moellenbeck, Sheldon	Р	Р	P	Р	Р	Р	Р	Р	Р
Munoz Pimentel, Carlos	Р	Р	Р	Р	Р	Р	Р	Р	Р
Reaser, Jacob	Р	Р	P	Р	R	P	Р	Р	R
Rosas, Erick	Р	R	P	R	Р	R	RESIGNED		
Simons, Gabe	Р	Р	Р	R	Р	Р	Р	Р	Р
Thomson, Emma	Р	Р	Р	Р	Р	Р	Р	Р	R
Wu, Rose	Р	Р	Р	Р	Р	Р	Р	Р	Р
P - Present; R - Regrets; A - Absence; N	YA - Not Yet Appoint	ed; NM - No Me	eting						

## University Students' Council Agenda January 10, 2019 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 Peter Hedley, Director of Student Affairs and Services Mental Health
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes January 3, 2019
  - 4.2 Executive Committee January 2 & January 7, 2019
  - 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 January 8, 2019
  - 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. Other Business
  - 7.1 Nursing Councillors
  - 7.2 In-Camera Session
- 8. Questions, Comments, and Announcements
- 9. Adjournment

## University Students' Council Minutes for January 3, 2019

#### Present

Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM Akinwande Akingbehin, International Students Jamie Bell, Edwards School of Business Lauren Fraess, Nursing Jonathan Halvorson, Arts & Science Serena Liu, Dentistry

#### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

#### Regrets

Rollin Baldhead, President
Mike Aman, Engineering
Noah Koh-Steadman, Engineering
Kaitlin Bird, Indigenous Students
Seth Dear, Nursing
Ryne Keller, Agriculture & Bioresources

#### Absent

#### Guests

Olena Malko, ASSU

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

## 1. Adoption of the Agenda

Chairperson Phillips 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.

VP Kobes requested to add 7.2 Conversation about Transit Passes.

Move to adopt the amended agenda.

**USCMotion033**: Councillor Muñoz-Pimentel/Councillor Klassen

Carried

#### 2. Introductions

VP Kobes introduced Olena Malko, President of the ASSU.

#### 3. Council Addresses

- 4. Minutes and Reports
- **4.1 USC Minutes November 29, 2018**
- 4.2 Executive Committee December 9 & 16, 2018

VP Kobes noted that VP Wu was in China for these two Executive meetings.

#### 4.8 Budget & Finance Committee - November 29 & December 6, 2018

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

Move to accept the minutes and reports into the official record.

**USCMotion034**: VP Kobes/Councillor Reaser

Carried

#### 6. New Business

#### 7. Business

#### 7.1 Welcome Back!

VP Kobes noted that this meeting is intended to bring Council back together following the holiday break. He also noted that over this term, there will be a number of guests at Council, including Peter Hedley to talk about mental health services. Peter Stoicheff is booked for February 14.

#### 7.2 Conversation about Transit Passes

VP Kobes noted that GM Cottrell requires speaking rights in order to speak at Council this semester as she is no longer a student.

Move to give speaking rights to GM Cottrell for this USC meeting. **USCMotion035**: VP Kobes/VP Moellenbeck

VP Moellenbeck amends the motion to give speaking rights to GM Cottrell at USC for the rest of the semester. This amendment was seconded by VP Wu.

Carried as amended

GM Cottrell announced that Saskatoon Transit and the USSU are working on implementing a new UPass system. The new system would, rather than using a sticker, use a microchip within the card itself. She said that the USSU will be receiving 100 test cards for a pilot project this semester. If this is successful, in the Spring term, the USSU will try to migrate everyone over to the new card. However, GM Cottrell is unsure on how to transition all students over to the new card in the Fall term.

Councillor Halvorson clarified that this is an entirely new card, rather than, for example, a digital card accessible on smartphones?

GM Cottrell confirmed that it is a new card.

Councillor Albert asked what is different about the new card?

GM Cottrell noted that it the UPass will be embedded in the card itself.

Councillor Fraess asked if this would require each student to get a new card and if there will be a charge for this new card?

GM Cottrell said that each student will need a new card but they will not be charged for the transition. She noted that the USSU Executive in previous years committed to ensuring students would not be charged for any UPass technological advancement that required the reprinting of the student card.

Councillor Reaser asked if it is tentative that replacement cards would be the same price as they are currently?

GM Cottrell noted she has not had that conversation with the University yet, but that she knows the University is on board with the update.

Councillor Akingbehin suggested submitting photos for student cards online to streamline the transition process.

GM Cottrell noted that the USSU IT staff will be intimately involved in this process and she will leave the technological decisions in their hands.

Councillor Simons asked how long this system would be used before there is another technological advancement?

GM Cottrell replied that the University has significant concerns around locks and the cost of changing out locks throughout the University. As far as she is concerned, this will be a long-term process.

Councillor Bell noted that, in relation to Councillor Akingbehin's point, there is a way to submit photos for student cards on PAWS already. He suggested that whoever uses the UPass the most could perhaps apply for the new card first as a prioritization system.

Councillor Akingbehin asked how long until this new card becomes outdated?

GM Cottrell said she cannot answer that, but would estimate at least 10 years.

Councillor Muñoz-Pimentel asked if, similar to the separated registration dates for first-, second-, third-, fourth-year students, there could be a similar system in place for retrieving the new UPass?

GM Cottrell noted that Transit would have to be willing to let students ride the bus for free for the first month until everyone has their pass. She is also worried about students that would need to use the library or access their dorm rooms.

Councillor Simons asked if the new system would affect the data received on UPass?

GM Cottrell said she is unsure. She does not know if the USSU would still have to activate them every year or not.

Councillor Reaser asked if there is a change of hardware? Can both systems be in place at the same time?

GM Cottrell said they can both be in play at once. The new card is being chosen based on the current fare box

Councillor Akingbehin asked why it is necessary to currently renew UPass every semester?

GM Cottrell noted that student status changes every single semester.

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

VP Kobes announced that it is time to start outreach for new Executive members and Councillors for the next academic year. He said that the current Executive is willing to take on those looking to job shadow.

VP Kobes announced that Campus Club Week is from January 14-18.

VP Kobes announced that there will be Liability and Governance Training throughout the month of January.

VP Kobes noted that, on January 16, there will be a meet-and-greet with the Faith Leaders on campus in the Private Function Room at Louis'.

VP Moellenbeck announced that Know Your Rights and Responsibilities Week is from January 14-18. On January 15, in the ISSAC Training Room, there will be a copyright and thesis training seminar. VP Moellenbeck will be co-hosting a Know Your Rights training session with Student Learning Services on January 16. On the same day, there will be an interactive display in Upper Place Riel. On January 17, there will be an information session on open textbooks in the Roy Romanow Council Chambers.

VP Moellenbeck noted that the Undergraduate Project Symposium will be taking place in the North Concourse and Roy Romanow Chambers on January 31.

VP Moellenbeck announced that they will be continuing Face-to-Face this semester. On January 9, the Executive will be in the College of Arts & Science.

VP Wu announced that Speed Friending is happening on January 10 from 2:30-3:30 at Louis' Loft. On the same day, the Carbonless Concert is happening at Louis' Loft at 6:30.

Councillor Akingbehin noted that over the holiday break, a University of Regina student, Promise "Max" Chukwudum, who had been missing for weeks, was found dead. His sister attends the University of Saskatchewan. Councillor Akingbehin noted that he has a card for Max's sister and would appreciate if any Councillors would sign it and send their condolences.

VP Kobes noted that the College of Engineering will be shut down for two days next week for the annual Spectrum event. He encouraged Councillors to visit the College of Engineering during Spectrum to see some student research.

GM Cottrell told Councillors to mark January 17, February 14, and March 28 on their calendars for Council Socials.

#### 9. Adjournment

# **Executive Meeting Minutes for January 2, 2019**

Present: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at time.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Baldhead:**

Meetings/Events:

Initiatives:

Event Plans in Progress:

#### **VP Kobes:**

Meetings/Events:

Graphics Design Interview Committee

Interviews for Graphic Designer

Visual Arts Students Union

Archeology and Anthropology Students (Dirt Gang)

Faith Leaders Meet Up

Initiatives:

None

Event Plans in Progress:

None

## **VP Moellenbeck:**

Meetings/Events:

Homework Systems Working Group

**Academics Programs Committee** 

**RSAW** 

**University Council** 

Initiatives:

Worked reception

Event Plans in Progress:

Know Your Rights Week

**UPS** 

#### VP Wu:

Meetings/Events:

Out of Office

**Initiatives:** 

Out of Office

Event Plans in Progress:

Out of Office

#### 4. Business

#### 4.1 Policies

GM Cottrell noted that the Executive need to find a time to review policy changes.

## 4.2 Daycare Fees & University

GM Cottrell noted that Sheldon Alderton, Director of the USSU Childcare Board, wants to petition the University to start providing a subsidy for childcare. She doesn't believe the University would be willing to, but there is a subsidy through the government. GM Cottrell noted that the Childcare Centre needs a mechanism to close these gaps, but how? VP Moellenbeck asked if they can bring it up at the next President's Breakfast. VP Kobes said it wouldn't be unreasonable to ask the University for money for the Daycare Centre to use between payment fees to cover operational costs.

#### 4.3 CUPE Strike

GM Cottrell noted there will be no strike until at least the end of January.

## 4.4 Volunteer Orientation

VP Moellenbeck noted that last time, he and VP Wu did Volunteer Orientation so he was wondering if President Baldhead and VP Kobes would do it this semester. VP Kobes noted it is in his calendar. President Baldhead said he can go.

## 4.5 Staff Party Video

President Baldhead asked if the Executive is busy today as they need to film a video for the staff party on Saturday the 12th.

## 4.6 Who's Coming to Council?

Things planned for this semester include Studentcare, Russ Isinger, Peter Stoicheff, Budget, Election, Council Farewell. GM Cottrell noted they need to invite Jackie Ottman, ISSAC, and Jim Lee. The Executive Committee decided to cancel Council on January 31. GM Cottrell asked if they can reschedule Russ to February 7. The Committee agreed this would be okay.

#### **4.7 AOCP**

VP Kobes noted AOCP wanted to meet in December and it is now January. VP Kobes thinks they should book them in for a meeting soon. He suggested January 14. VP Kobes will reach out and ask if and when they want to meet.

#### 4.8 Dirt Gang

VP Kobes met with Dirt Gang on December 18 regarding a \$2000 funding request. VP Kobes suggested they apply for Executive Sponsorship. They applied for \$500 in sponsorship to host a conference. VP Kobes said they are extremely under budget when it comes to spending of Executive Sponsorship money. VP Moellenbeck asked if the event is accessible to all students. VP Wu asked if it is for sure going to happen. VP Kobes said it has happened in previous years. The event is on February 1st. They don't have to vote today. They will look at the proposal and vote next Monday.

## 4.9 Know Your Rights Week

VP Moellenbeck noted that Know Your Rights and Responsibilities Week is January 14-18. VP Moellenbeck is co-hosting an academic integrity module session. Student Services asked if we could donate a prize. VP Moellenbeck suggested a \$100 USASK bookstore gift card.

Move to use \$100 from Exec Projects to purchase a bookstore gift card.

EXECMotion054: Moellenbeck/Wu

Carried

## 5. Adjournment

The meeting was adjourned.

# Executive Meeting Minutes for January 7, 2019

**Present**: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell, Kylie Phillips

#### 1. Call to order

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

## 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **President Baldhead:**

Meetings/Events:

Initiatives:

Event Plans in Progress:

#### **VP Kobes:**

Meetings/Events:

Interview with Rebecca from the Sheaf

Initiatives:

Student Groups Account Update

Event Plans in Progress:

Rink Opening

Winter Orientation

## **VP Moellenbeck:**

Meetings/Events:

Winter orientation booth

**UPS Planning Committee** 

**Student Services** 

Initiatives:

1 Vacation day

Event Plans in Progress:

**UPS** 

#### VP Wu:

Meetings/Events:

Executive

**USC** 

Social Committee

Sheaf Interview with Rebecca

Winter Orientation

#### **Initiatives:**

Made Speed Friending Facebook event

Made Carbonless Concert Facebook event

Rink Logistics & Hot Chocolate

WIL partnership

Sustainability Committee initiatives logistics

Wellness Champions

Event Plans in Progress:

Farmers Market & Clothing Swap

#### 4. Business

#### 4.1 Elections

GM Cottrell noted that it is important for the Executive to start doing outreach to get people to run for Student Council in the spring. Elections are currently scheduled for 27th and 28th of March.

VP Kobes said there is an AOCP meeting coming up, likely February 6th from 5:30-6:30. VP Kobes and President Baldhead will work on agenda this week. This is a good opportunity to recruit for Council next year.

## 4.2 Survey

Jason Ventnor doesn't think there will be uptake with the USSU Survey if the prize is only a Louis' gift card, as agreed on in a previous Executive meeting.

Move that an iPad is given away for the survey.

EXECMotion055: Moellenbeck/Baldhead

VP Kobes amends the motion to give away an iPad and an iPad case for the survey prize. Seconded by VP Moellenbeck. The amendment is accepted.

Carried as amended

## 4.3 SSC

VP Kobes said Nakita from the Saskatchewan Students' Coalition was frantically calling on Friday because President Baldhead didn't go to the SSC meeting. VP Kobes said in the future President Baldhead needs to let the Executive know if he isn't going so someone else can go. President Baldhead said he had sent her an email in advance and she should have known he was absent

#### 4.4 Elder in Residence

President Baldhead said that his Elder in Residence proposal got declined based on his proposed salary of \$48,000 for 4 months by FSIN. The FSIN Treaty Protection Fund needed more of a budget breakdown, with a salary of around \$25,000. President Baldhead is going to apply to see if this is something that could happen next year. GM Cottrell told President Baldhead that if he wanted to try and fund it through USSU, he should consider taking it to Council. GM Cottrell said the USSU could possibly fund one day a week for the next 4 months at a salary of \$7 200 to produce data as a pilot project. President Baldhead said he wants to develop a more in depth proposal before taking it to Council. GM Cottrell noted, if funded through the USSU, the Elder should be budgeted through the Administration line as it is a salary line. This would need approval of the Executive Committee.

## 4.5 Dirt Gang Conference

VP Kobes sent out an Executive Sponsorship Proposal from Dirt Gang to be reviewed last week.

Move to approve \$500 in Executive Sponsorship for Dirt Gang.

EXECMotion056: Baldhead/Kobes Carried

## 4.6 Funding Requests

### 4.6.1 Sask Invents

Sask Invents has requested \$500 in XL Credit for a banner and materials for Spectrum event.

Move to approve \$500 in XL Credit.

EXECMotion057: Wu/Kobes Carried

#### 4.6.2 InterVarsity

InterVarsity has requested \$80 in XL Credit for card stock for invitations to a potluck.

Move to approve \$80 in XL Credit.

EXECMotion058: Kobes/Wu Carried

#### 4.7 Impeachment of Councillor Koh-Steadman

Councillor Koh-Steadman has missed 3 of the last 5 consecutive meetings and, as per the Bylaw, is up for impeachment. The Executive asked AGA Phillips to reach out to him and check in.

#### 4.8 Nursing Councillors

Councillor Dear cannot make it to any meetings because of clinical. Councillor Fraess will miss some meetings because of clinical as well. VP Moellenbeck said there's no point in impeaching them with no more byelections this year. AGA Phillips will reach out to them both and let them know their status as Councillors and to attend when possible.

## 5. Adjournment

The meeting was adjourned at 9:51 am.

#### Budget and Finance Committee Meeting Jan 8th, 2019

- 1. Call to Order, 4:12
- 2. Attendance, Noah, Mike, Meet, Rose, Brent, Caroline, Rollin
  - a. Regrets Reaser
- 3. Presentations
  - a. Sask Party USASK postponed till next week
- 4. Report of VP
  - a. Club Week
  - b. Insurance Policy
  - c. Emails
  - d. Ratifications
    - i. Smash Bros
    - ii. Love Notes
  - e. Funding
  - f. Meetings
  - g. Budget
- 5. Meetings
  - a. Archeology
  - b. VASU
  - c. UCCC
  - d. GESS
  - e. NSA
- 6. Funding Requests
  - a. VASU \$1000
    - i. Committee moved for chair to ask VASU for further clarification
  - b. Dirt Gang \$1000
    - i. Moved MSC Koh-Steadman, Seconded VP Wu, Carried.
  - c. EESS \$500 cash
    - i. Moved MSC Aman, Seconded VP Wu, Carried.
  - d. SPE \$300
    - i. Moved MSC Aman, Seconded VP Wu, Carried.
  - e. Best Buddies \$150
    - i. Moved MSC Aman, Seconded VP Wu, Carried.
  - f. Vegans \$200 AGM
    - i. Moved to email vote because of server issue.
  - g. YWIB \$20 XL
    - i. Moved MSC Aman, Seconded SAL Patel, Carried.
  - h. WUSC \$200 Louis Credit
    - i. Moved to email vote because of server issue.
- 7. Other Business
- 8. Adjournment 4:58

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29	Jan 3
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	Р	Р	R	Р	Р	Р
Albert, Mike	Р	Р	Р	R	Р	Р	А	Р	Р	Р
Aman, Mike	Р	Р	Р	Р	R	Р	Р	R	Р	R
Andraos, John	Р	Р	R	R	R	P	Р	RESIGNED		
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	P	Р	Р	Р	R
Bell, Jamie	NYA	NYA	NYA	NYA	R	P	Р	Р	Р	P
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R
Dear, Seth	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R
Dierker, Meaghan	Р	Р	Р	Р	Р	Р	Р	Р	R	Р
Flynn, Amy	Р	Р	Р	Р	R	Р	Р	Р	Р	Р
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	Р
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р	Р	R	Р	Р
Han, Yifan	Р	P	P	P	Р	P	Р	Р	Р	Р
Keller, Ryne	NYA	NYA	NYA	NYA	Р	Р	R	Р	R	R
Klassen, Lauren	Р	Р	Р	Р	Р	R	Р	Р	Р	Р
Kobes, Brent	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Koh-Steadman, Noah	R	Р	Р	Р	R	Р	R	А	Р	R
Liu, Serena	NYA	NYA	NYA	NYA	Р	Р	Р	Р	R	Р
Moellenbeck, Sheldon	Р	Р	P	Р	Р	Р	Р	Р	Р	Р
Munoz Pimentel, Carlos	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Reaser, Jacob	Р	Р	Р	Р	R	Р	Р	Р	R	Р
Rosas, Erick	Р	R	Р	R	Р	R	RESIGNED			
Simons, Gabe	Р	Р	Р	R	Р	Р	Р	Р	Р	Р
Thomson, Emma	Р	Р	Р	Р	Р	Р	Р	Р	R	Р
Wu, Rose	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
P - Present; R - Regrets; A - Absence; N	YA - Not Yet Appoint	ed; NM - No Me	eting							

## University Students' Council Agenda January 17, 2019 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 Colten Yamagishi StudentCare re: fee setting
- 4. Minutes and Reports for Information
  - **4.1 USC Minutes January 10, 2019**
  - 4.2 Executive Committee January 14, 2019
  - 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 January 15, 2019
  - 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. Other Business
  - 7.1 Fee Setting Infrastructure, StudentCare, USSU & Transit Fees
- 8. Questions, Comments, and Announcements
- 9. Adjournment

## University Students' Council Minutes for Thursday, January 10, 2019

#### Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Mike Albert, Law Mike Aman, Engineering Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM Noah Koh-Steadman, Engineering Akinwande Akingbehin, International Students Jamie Bell. Edwards School of Business Kaitlin Bird, Indigenous Students Jonathan Halvorson, Arts & Science Ryne Keller, Agriculture & Bioresources Serena Liu, Dentistry Lauren Klassen, Education

#### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

#### Regrets

Seth Dear, Nursing Lauren Fraess, Nursing Rose Wu, VP Student Affairs

#### Absent

#### Guests

Hannah Sollid Riley Deacon, Sheaf Ana Cristina Camacho, Sheaf Peter Hedley, Director of Student Affairs and Outreach Andy Prokopchuk The meeting was called to order at 6:00 p.m.

## 1. Adoption of the Agenda

Chairperson Phillips 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.

VP Kobes requested to replace 7.2 In Camera Session with 7.2 Elder in Residence Proposal.

Move to adopt the amended agenda.

**USCMotion036**: Councillor Munoz-Pimentel/VP Moellenbeck

Carried

#### 2. Introductions

President Baldhead introduced Riley Deacon, Ana Cristina Camacho, and Hannah Sollid. He also introduced Peter Hedley, Director of Student Affairs and Outreach.

#### 3. Council Addresses

#### 3.1 Peter Hedley - Director of Student Affairs and Outreach

Move into informalities for the duration of the council address.

**USCMotion037**: VP Kobes/Councillor Bird

Carried

Mr. Hedley said that his presentation is about mental health. He noted that challenges he sees students facing include mental illness, but also stress around things like job security. The new University Wellness model focuses more heavily on prevention and promotion rather than intervention, in an attempt to help students before they need intervention. Mr. Hedley said that Student Wellness budget comes from the University Operating Budget, the Ministry of Health, fee for service, donors, and student services fee. This year, the fee increased from \$15/term per student to \$45/term per student, which is more on par with U15 schools. With this money, the Student Wellness Centre was looking at new resources (e.g. dietitian), bolstering old resources, and new training programs (e.g. Mental Health First Aid). He noted that the Student Wellness Centre has branched out to the University's distance campuses by working with ComPsych which offers mental health supports to students elsewhere in Saskatchewan and Nunavut. Mr. Hedley has also been working on expanding the Faith Leaders Council. In regard to Access and Equity Services, in 7 years, the program has expanded from 991 students to over 2000. Of those registered with AES, about 75% have hidden disabilities. This year, there will be close to 8000 exams with accommodations through AES. In the past fall term, 1800 counselling appointments were completed. On average, 65% of students are able to get an appointment within 2 weeks. Last term, there were 271 no shows or last minute cancellations, 10% of all booked appointments. He noted that there is increased training on campus with Bringing in the Bystander and Mental Health First Aid training. From a

recent survey, Mr. Hedley noted that students wanted more health professionals and shorter wait times. In the McLeans mental health ranking, the University rose from 10th to 6th among U15 schools.

VP Kobes asked what mechanisms are in place to make sure that student fees go directly to his portfolio?

Mr. Hedley says that it is filtered through the VP Teaching Learning and Student Experience. He is always looking at spreadsheets to ensure it is happening.

Councillor Akingbehin asked if there is any initiative to promote healthy lifestyle activities?

Mr. Hedley said that the family doctors work closely with the College of Kinesiology to prescribe exercise as a coping mechanism. He noted that part of the Wellness Strategy is monthly themes. One of the monthly themes is "Get Active".

Councillor Akingbehin asked if there is any way to encourage student groups to offer healthy food at meetings?

Mr. Hedley said that, unfortunately, pizza is what usually draws in a crowd. However, he agrees that it is a good idea.

Councillor Munoz-Pimentel asked if there is an option of anonymity for students to pursue services, perhaps online?

Mr. Hedley said that it is a great idea, however, from a clinical therapeutic perspective, it does not work as well as in-person services. The Student Wellness Centre offers many online resources. One concern he has is having students anonymously contact mental health professionals online if they need intervention, and the professionals have no way of contacting them to assist in crisis.

Councillor Aman asked if there is any future for telephone or video conferencing appointments in an attempt to reduce no shows?

Mr. Hedley said they are considering it. To some extent, that is what ComPsych is for distance students. However, it's not proven to be as effective as in-person.

Councillor Reaser asked if the statistic on no shows is in regard to unique cancellations or by client-basis?

Mr. Hedley said it is each, unique appointment.

Councillor Reaser asked if there is data broken down by college?

Mr. Hedley confirmed that there is that type of data.

Councillor Simons asked if there were 9000 exams accommodated or students?

Mr. Hedley said that that is individual exams.

Councillor Simons noted and aggressive level of growth in that number. He asked how long this can be sustained before the University has to consider just being more accommodating with all examinations?

Mr. Hedley said that, in reality, the University is already at that level. Any more funding that goes to the Wellness Centre will first go to AES for additional resources. He noted it is incredibly expensive to run AES, but that it is necessary. He knows that going forward, there needs to be a conversation on what this will look like in the future.

Councillor Akingbehin asked if there is any opportunity for students to volunteer to help with minor health concerns to lighten the load for health professionals?

Mr. Hedley noted that Peer Health runs a mental health drop-in. He noted that the Wellness Centre is looking to add more practicum opportunities for students, as well.

Councillor Klassen requested access to the presentation following the meeting.

Councillor Aman asked how Student Affairs and Outreach responds to student suicides and preventative measures for the future?

Mr. Hedley noted that Student Affairs and Outreach works closely with the colleges in extending supports and offerings.

- 4. Minutes and Reports
- 4.1 USC Minutes January 3, 2019
- 4.2 Executive Committee January 2 & 7, 2019
- 4.8 Budget & Finance Committee January 8, 2019

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

Move to accept the minutes and reports into the official record. **USCMotion038**: Councillor Reaser/Councillor Aman

Carried

- 6. Business
- 7. Other Business

7.1 Nursing Councillors

VP Kobes announced that, due to their clinical rotation, Councillor Dear and Councillor Fraess will be unable to attend most USC meetings this term. The Executive Committee decided it would be unnecessary to impeach the Councillors on these terms and encouraged them both to attend, if possible.

VP Moellenbeck echoed VP Kobes' point. The Executive understand the busy schedules of students.

#### 7.2 Elder in Residence Proposal

President Baldhead is proposing a budget of \$5000 for the USSU Elder in Residence. The purpose of this Elder is to help realize reconciliation and Indigenization among Indigenous and non-Indigenous students on campus. He noted the Elder will help with mental health and contribute to educational purposes. He encouraged Councillors to think of how the Elder can contribute to their experiences within their own colleges.

Move to take a five-minute recess.

USCMotion039: President Baldhead/Councillor Bird

Carried

Councillor Munoz-Pimentel noted that he thinks the proposal adds something important to campus as our Faith Leaders Council is heavily Christian and does not take into account Indigenous perspectives.

Councillor Koh-Steadman asked if any other student union has an Elder in Canada?

President Baldhead noted that the USSU would be the first student union in Canada with an Elder.

Councillor Simons asked what the standard pay scale is for Elders on campus?

GM Cottrell noted that there isn't a standard pay scale for Elders, but she had a long conversation with Candace Wasacase-Lafferty about it and the standard range is considered professorial. She noted that they have yet to negotiate an exact salary.

Councillor Simons asked what the set number of hours would look like?

President Baldhead said it would be considered half-day to a full-day, once a week.

Councillor Aman asked what kind of concrete plans are in place to gauge the success of this pilot project?

President Baldhead said that he is unsure how assessment will function. He noted that this is an Indigenous initiative and that assessment is not necessarily linear.

GM Cottrell said that she does not know how to assess success in this project any more than assessing the success of the USSU Centres. She noted they will keep metrics of some sort, but these metrics may not quantify the value of the effect this position will have.

Councillor Han asked if it is possible to delay the pilot project until a concrete assessment is created?

President Baldhead noted he wants to start it this year because there has yet to be consultation with the Elder on her views of assessment. He noted he is hoping for a start date of January 24th.

Councillor Bird said that it was weird for her seeing the Faith Leaders Council lacking Indigenous representation. Having an Elder in Residence would assist with Indigenous mental health. She said, as an Indigenous student, it is important to her to stop analyzing assessment through settler measures. Councillor Bird noted it is more important to recognize how many students this position will impact in various ways.

Councillor Albert said that the College of Law has an in-house Elder, Maria Campbell. He suggested talking with her about protocol used.

President Baldhead noted that Maria Campbell works specifically with Indigenous students. The USSU Elder would work with both Indigenous and non-Indigenous students.

Councillor Simons noted that something that undercuts the value of projects like this is assessing it by settler and colonial standards. It is important to assess the success of this project through Indigenous mechanisms.

VP Kobes noted that the Faith Leaders Council is independent of the USSU and is ran by volunteers. He noted that Peter Hedley told him they are in the process of seeking an Elder for the Faith Leaders Council. The Elder in Residence would be separate from the Faith Leaders Council.

Councillor Klassen agreed that to have an Elder's presence on campus is successful in itself in moving toward reconciliation and providing supports for Indigenous students on campus.

Councillor Akingbehin said he would like for there to be some form of accountability for this position. He also asked how they discovered the Elder they are thinking of hiring?

President Baldhead asked around the Indigenous community and within FSIN.

Councillor Akingbehin asked where the Elder would be housed?

GM Cottrell noted that there is office space in the USSU that can be used, however, she believes the Elder's intent is to be out in the community, visiting the Centres, ISSAC, etc., completing presentations, and engaging with students across campus.

Councillor Akingbehin feared the project would not be as popular as thought. He asked if President Baldhead has any marketing ideas?

President Baldhead noted he plans for the Elder to hold workshops throughout campus. He also noted that Jason Ventnor would be able to assist with marketing.

Councillor Simons clarified that the pilot project only goes until the end of term?

His assumption was confirmed.

Councillor Simons asked how this process will continue in the following year?

President Baldhead noted that this pilot project is for data collection for the current Executive's successors.

GM Cottrell assured Councillor Simons that, at the end of this term, the Executive will bring a report to Council on the pilot project with recommendations. She noted that if it is the will of this Council to ensure the project returns next year, the full time staff is there for continuity, and will make sure this project is revisited next year.

Move to approve a \$5000 budget for the USSU Elder in Residence.

USCMotion040: President Baldhead/Councillor Bird

Carried

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

VP Kobes reminded Councillors that next week is Campus Club Week.

VP Kobes noted that Accountabilities will be occurring on January 27th at 10 am in the Roy Romanow Council Chambers.

VP Kobes recommended that Councillors pick up a copy of The Sheaf to read the article about the Executives' midterm check-ins.

President Baldhead announced that there is a Carbonless Concert tonight.

VP Moellenbeck reminded Councillors that next week is Know Your Rights and Responsibilities Week.

VP Kobes reminded Councillors to talk to their college societies about running for USSU elections in March.

Councillor Reaser noticed that the call for volunteers for the new U-Pass Pilot Project went on Facebook.

## 9. Adjournment

## Executive Meeting Minutes for January 14, 2019

Present: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:02 am.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Baldhead:**

Meetings/Events:

Elder

Darren Bird - Catholic School Division

Governance Committee

Initiatives:

None

Event Plans in Progress:

None

#### **VP Kobes:**

Meetings/Events:

Geological Engineering Students Society

Undergraduate Chinese Culture Club

**APA Insurance Meeting** 

Nigerian Students Association

**Budget and Finance** 

Mennonite Student Orientation Greeting

Face to Face

**Liability Training** 

Initatives:

**Budget Preparation** 

Campus Club Week Preparation

**Event Plans in Progress** 

None

#### **VP Moellenbeck:**

Meetings/Events:

Online Homework Systems Group

1 New Grievance

Committees

**UPS Participants** 

**TLARC** 

**RSAW** 

Initiatives:

None

Event Plans in Progress:

**UPS** 

Know Your Rights & Responsibilities Week

#### VP Wu:

Meetings/Events:

Carbonless Concert

**Speed Friending** 

Exec

**BFC** 

Face-to-Face

Kristen (Alumni)

Wellness Champion Network

1 Student Concern

Tanner (Sheaf)

Initiatives:

**Shopping for Social Committee** 

PEC topics

Rink logistics

Event Plans in Progress:

WIL

Rink Night

Bell Let's Talk

#### 4. Business

#### 4.1 President's Breakfast

VP Wu will be talking about daycare and VP Kobes will be talking about reduced hours at Student Central at the next President's Breakfast.

#### 4.2 Impeachment of Councillor Keller

As per bylaw, Councillor Keller is up for impeachment. AGA Phillips will reach out to Councillor Keller and ask what is going on.

#### 4.3 Impeachment of Councillor Koh-Steadman

AGA Phillips contacted Councillor Koh-Steadman to ask about his previous absences. He apologized and assured her that he will be in attendance during sec

#### 4.4 USC Chairing

Chairperson Phillips will be in Kamloops this Thursday. As a result, VP Kobes will chair the USC meeting on January 17th.

#### 4.5 Budget

VP Kobes said Amanda Mitchell sent him a template to start working on Student Governance budget lines as an Executive Committee. VP Kobes moved Health and Wellness into the Salary line to better reflect it as a form of compensation. VP Kobes decreased Executive Projects budget by \$500 because he had to increase budget for Ice Rink by \$1000. He formalized Women in Leadership in the budget. He removed CFCR out of the budget. GM Cottrell asked if the Executive is done with the CFCR program. VP Moellenbeck noted that he thinks it is reasonable to remove it from the budget. VP Kobes will talk with Lauren and Carlos about this. VP Kobes also changed USC Meeting Expenses to have two orientations instead of one. He added \$25 into the original budget for this.

#### 4.6 Impeachment of Councillor Liu

Councillor Liu has an open lab on Thursdays that she doesn't always have to attend but she should attend. VP Moellenbeck told her that if she sent her regrets to AGA Phillips every week, she wouldn't get impeached. GM Cottrell suggested putting out the upcoming USC schedule to encourage people to come so that USC does not run into quorum issues.

#### 4.7 Accountability

VP Kobes said that the Executive Committee was disappointed that President Baldhead was late to Face-to-Face last week and that he was 30 minutes late to the Governance Committee meeting. VP Kobes said if President Baldhead is going to be late to something they are doing as a group, he should let them know why. However, something like the Governance Committee is really important. VP Moellenbeck said he thinks that is fair. VP Moellenbeck added that the Executive is expected to work roughly 40 hours a week. He said there have been times when no one knows where President Baldhead is and that is a challenge for team building. President Baldhead said he was 5 minutes late to the Governance Committee meeting, not half an hour late. He said he knows that he has not been transparent lately, and that if there's nothing in his calendar that he should be in the office.

#### 4.8 Rink in the Bowl

VP Wu said that they have already spent \$4500 on the rink and need to figure out what to do for takedown costs, as this is way over the budgeted cost.

#### 5. Adjournment

The meeting was adjourned.

#### Budget and Finance Committee Meeting January 15th 2019

- 1. Call To Order 4:05
- Attendance: VP Kobes, MSC Bell, MSC Aman, SAL Reaser, Tye Hapke, GM Cottrell, SAL Patel, MSC Koh-Steadman
- 3. Report of VP
  - a. Ratifications
    - i. None
  - b. Insurance
    - i. APA
    - ii. Equine Club
    - iii. WCVM
  - c. Meetings
    - i. Mennonite Orientation
    - ii. Arts and Science Students Union
- 4. Campus Group Policy Amendments
  - a. See Appendix
- 5. Presentations
  - a. Tye Hapke with Saskatchewan Party Campus Club
- 6. Funding Request
  - a. Saskatchewan Party Campus Club, \$1000.00
  - \*MSC Aman notes conflict of interest and abstains from vote.

Moved Vp Kobes, Seconded Bell, Carried

- b. Chemical Engineering Students Society \$350.00
  - i. Moved Aman, Seconded Kobes, Carried.
- c. Latin American Students Society, \$350.00
  - i. Moved Steadman, Seconded Bell, Carried.
- d. Nigerians Students Association, \$665.00
- e. Confucius Institute Club, \$600.00
- f. Animal Bio Science, \$250.00
- g. Greystone Scholar Society, \$150.00
- h. Biology Club \$400.00
- i. Edwards Business Students Society, \$1000.00
- j. PHY moved Aman seconded Reaser,, Carried.
- k. Amnesty Aman, Patel Second, Carried.
- I. Physics, Aman, Koh, Carried. m
- 7. Questions, Comments, Announcements.
- 8. Adjournment5:20

#### **Preamble**

The University of Saskatchewan Students' Union ('the USSU') is composed of students with a wide array of academic and non-academic needs and interests. While the USSU strives to meet these diverse needs, other groups exist on campus that also seek to address them. Such groups may have the potential to provide services to a constituency that the USSU is not able to match. Thus, the USSU seeks to provide such groups with as much support as possible.

This policy exists to standardize and streamline the manner in which the USSU interacts with student groups. The purpose of this policy is to assist students in the formation, operation, and development of student groups. Furthermore, it exists to clarify obligations a group holds to the USSU and to its members.

#### **Definitions**

**Campus Group** – any ratified undergraduate student organization, including College Societies and Campus Clubs.

**Constituencies** – a ratified undergraduate student organization that is the official student body representative of an academic College or School at the University of Saskatchewan as listed in the USSU Bylaw.

**Campus Club** – a ratified student organization that represents a particular interest among the members of the USSU. College Societies, as outlined above do not qualify as Campus Clubs.

**Sport Club** – a Campus Club whose main purpose is to organize around the playing of a particular sporting activity.

**Re-Ratification** – ratification when the Campus Group was successfully ratified in the previous academic year.

Academic Year – the period beginning May 1 and ending the following April 30.

#### A. Ratification

#### 1. General

- 1.1 In accordance with the budget cycle of the USSU, the ratification of a Campus Group shall expire April 30 of each year.
- 1.2 Any Campus Group that does not re-apply for ratification is considered dissolved, and is therefore not entitled to any of the privileges of a USSU Ratified Campus Group.
- 1.3 Applications for Campus Group ratification are accepted beginning May 1 of each academic year.
- 1.4 Groups with a similar mandate and a similar membership to a previously ratified Campus Group or College Society indebted to the USSU shall be responsible for repayment of that debt, at the discretion of the Budget and Finance Committee.

#### 2. Ratification of Campus Groups

Groups must submit the following information to the Vice-President Operations and Finance in order to become a USSU Ratified Campus Group:

- 2.1 a comprehensive list of all social, athletic and academic events for the upcoming year (for insurance purposes);
- 2.2 a copy of the Group's most recent constitution;
- 2.3 a list of Executive Members with student numbers and email addresses;
- a list of fifteen (15) students who consider themselves members of the Group with student numbers and email addresses. These fifteen must comprise the 75% required in item 3.2 and if there are graduate students and others in the club full membership must be 20 members, 15 of whom are undergraduate students;
- 2.5 payment of fees for the academic year, as prescribed in Section II, Campus Group Fees.

#### 3. Criteria for Campus Groups

Groups must meet the following criteria in order to become USSU Ratified Campus Groups:

3.1 The Club must intend to carry out activities that do not infringe any federal, provincial, municipal or university regulations and which will not interfere with the

ordinary course of business at the university, nor infringe on the rights and privileges of others. This includes the rights of privacy and of freedom of expression.

- 3.2 The Group must have a minimum of 75% University of Saskatchewan Students' Union membership.
- 3.3 The Group must be governed by and submit to the USSU a constitution as defined by Robert's Rules of Order, and adhere to the constitutional guidelines set out in our sample constitution.
- 3.4 The Group's Executive must all be members of the University of Saskatchewan Students' Union.
- 3.5 The Group must have a clearly defined purpose. This purpose must not conflict with the Mission, Vision or Values statements of the USSU.
- 3.6 The Group must hold a bank account in the legal name of the Group.
- 3.7 The Group must not have any outstanding debts with the USSU.
- 3.8 The Group must have paid their fees for the academic year, as prescribed in Section II.
- 3.9 The USSU will not ratify Groups with a mandate or sole purpose of event planning, including but not limited to, events such as festivals, ceremonies, competitions, parties, or conventions.
- 3.10 The USSU will not ratify Groups that exist in the service of a University department or whose members are organized around mutual employment of the University.

#### 4. Acceptance of Application

- 4.1 A Campus Group is considered ratified when its complete application has been approved by the Budget and Finance Committee Vice President Operations and Finance and its fees have been paid. The Vice-President Operation and Finance shall report ratification to the budhget and finance committeee, these descisions can be overrode qwith a <sup>2</sup>/<sub>3</sub> vote.
- 4.2 Groups may appeal the decision by the Budget and Finance Committee Vice President Operations and Finance as outlined in Section V, Appeals.

4.3 The Budget and Finance committee holds the right to deny ratification of any group at their discretion. Disputes with the Budget and Finance committee can be appealed to the Executive Committee.

#### **B.** Campus Group Fees

#### 1. Ratification Fee

The USSU requires that each Campus Group pay a ratification fee according to the chart below. In the event that ratification is refused, the fee will be returned to the applicant.

#### General Activities

The non-alcohol related events and activities portion of the fee is based on the membership size of the group. It is charged as follows:

#### Campus Group

100 —	- 500	\$150		
500 —	- 1000	\$300		
1000 -	ŀ	\$450		
			M 1.15	
Model A			Model B	
0 - 500	)	\$150	0-500	\$100
500-10	000	\$200	500-1000	\$200
1000+		\$350	1000+	\$350
Sports Clubs		\$200		
Oporta Clubs		ΨΖΟΟ		

#### 2. Insurance Fee

One of the administrative functions of the USSU is to facilitate Campus Group insurance needs. The USSU provides insurance coverage to these groups by way of an extension of its liability insurance policy. The following provides an equitable process by which Groups are charged for their coverage.

The USSU reserves the right to withhold approval of events in conjunction with its insurer based on the nature / history of the event. If an event is not approved, then the USSU will not extend its liability coverage for that specific event.

The insurance fee that Campus Groups pay will cover their activities and approved events for the rest of the academic year. For the USSU's purposes this fee is based on two criteria: the Group's approved events and general operating activities.

In the event that an insurance claim is made on behalf of a ratified student group, the student group will pay the entire deductible.

#### Non-Alcohol Based Events

For activities in which campus group have not elected to host the liquor license, and where alcohol will not be in use by the group, there is a base fee of \$100.

#### Alcohol-Based Events

Activities in which the Campus Group has elected to host the liquor license will be charged based on the location and the size of the event. On-campus events present a much lower risk factor than off-campus events. Also, the higher the number of participants in attendance, the higher the risk associated. The charge is then based on the risk of incident at the event. The fee structure is broken down by the following formula y=50+x(.50), where x is the number of students. With the exception of On-Campus events which are charged a base fee of \$100.

NOTE: Campus Group Insurance does not cover pub-crawls.

#### Planned Events

Campus Groups should consider carefully the alcohol-based events that they submit for approval. Any planned events that do not occur for any reason, or events in which the Group decides not to host the liquor license will not be refunded at the end of the academic year.

Note: It is important to remember that Campus Groups are not covered for any events that have not been approved by the USSU.

#### C. Campus Group Funding

This policy has been developed in order to standardize the manner in which the USSU grants funding to Campus Groups. A Campus Group should not rely solely on the USSU for funding since only a portion of the total will be covered. Groups are encouraged to charge a membership fee and solicit funding from alternate sources in order to gain financial independence. All funding requests must be received ten business days in advance of the event in order to be considered.

#### 1. Types of Funding

- 1.1 In total, the maximum amount of combined sponsorship from all sources is one thousand dollars (\$1000) per academic year. This combined sponsorship may be split up between three sources with the following constraints:
  - i. A cash grant of up to five hundred dollars (\$500) of USSU monies to be used towards
  - offsetting an event's budget. Supporting receipts and invoices with proof of payment must be provided.
  - ii. A credit of up to one thousand dollars (\$1000) of USSU credit to be used at any of the USSU's businesses and operations.
  - iii. Up to five hundred dollars (\$500) of PepsiCo product and merchandise sponsorship.

#### 2. Criteria for Evaluating Funding Requests

- 2.1 The funding requested must fall into the category of:
  - a special event or project undertaken by a Group;
  - hosting a conference.
- 2.2 Campus Group applications for funding shall be evaluated by the following criteria:
  - does the intent of the funding request fit within the mandate of the club;
  - how do the funds contribute to the success of the Group's event, project, or conference;
  - how does the Group, the USSU, and the general student body benefit from the event, project, or conference;
  - how much external fundraising the Group has done;
  - The Budget and Finance Committee has complete discretion to allocate additional monies to event funding in cases of collaborative funding applications from multiple ratified student groups.
- 2.3 The funds must not be for the private use of a few individuals but must be used towards serving the membership of the organization and the student community in general.
- 2.4 The USSU will not disburse funds to Campus Groups for:
  - direct donation to charity, either for the organization or for other causes;
  - the cost of alcohol served at any event;
  - the day-to-day administrative costs of the organization;
  - year-end banquets;

- graduation banquets;
- travel or travel expenses

#### 3. Eligibility for Funding

- 3.1 All USSU Ratified Campus Groups in good standing, with no outstanding debts to the USSU, are eligible to apply for funding.
- 3.2 If a funding request is submitted prior to the end of the Academic Year for an event to be held within the first fourteen (14) days of the next Academic Year, Campus Groups are eligible to receive funding on the basis of their previous year's ratification status.

#### 4. Procedure for Funding Requests

- 4.1 Fully completed "Campus Group Funding Request Forms" must be submitted to the Vice-President Operations and Finance. Campus groups are encouraged to apply as early as possible to ensure funding and all requests must be in prior to the event.
- 4.2 Approval or rejection of the funding request is at the discretion of the Budget and Finance Committee, and will be reported to council regularly. subject to approval of University Students' Council.
- 4.3 For funding requests in excess of five hundred (\$500), groups are required to make a brief presentation to the Budget and Finance Committee in addition to submitting a funding request form.
- 4.4 For funding requests under \$100 the Vice President of Operations and Finance has the right to approve or reject the request at their discretion, this activity must be reported to the Budget and Finance committee and decisions can be overrode with  $\frac{2}{3}$  vote by the committee.
- 4.5 Groups may appeal the decision by the Budget and Finance Committee as outlined in Section V, Appeals.

#### 5. Terms and Conditions for Receiving Funding

- 5.1 The funds must be used for the intention stated on the "Campus Group Funding Request Form".
- 5.2 Failure to comply with the original intent of the funding constitutes fraud and will justify action under Section IV, Disciplinary Measures.

- 5.3 Any Campus Group receiving funds from the USSU must list the USSU as a co-sponsor in all advertising for the event.
- 5.4 If Pepsi product or USSU credit are not claimed by a campus group after the event has taken place, the product is forfeited unless applied for again.
- 5.5 To receive reimbursement receipts must be provided.
- 5.6 The USSU may advertise for campus group activities upon request.

#### D. **Disciplinary Measures**

#### 1. Infractions

In the event that a ratified campus group engages in behaviour that is considered to be in violation of federal or provincial human rights laws, university policy, or is otherwise deemed to be unfit for an inclusive, welcoming, and open learning environment, the USSU reserves the right to take action against said group. In particular, each student has the right not to be harassed or otherwise made to feel discomfort by another.

#### 2. Sanctions

- 2.1 All complaints against a ratified campus group must be filed in writing with the Vice-President Operations and Finance.
- 2.2 If the Budget and Finance Committee deems the complaint to be of a serious enough nature, the committee may at its discretion impose one or more of the following disciplinary measures:
  - de-ratification of the group for the current year or future years;
  - ban the group permanently from ratification;
  - fines of up to fifteen hundred dollars (\$1500);
  - legal action;

#### V. Appeals

#### 1. Ordinary Appeals

1.1 If a Group feels that any decision other than de-ratification by the Budget and Finance Committee is unjust, the option exists for the group to request an appeal before University Students' Council by notifying the Vice-President Operations and Finance.

- 1.2 University Students' Council has the right to grant or deny the appeal by a majority vote.
- 1.3 The appeal must be made within fourteen (14) days of the notification of the committee's decision.

#### 2. De-Ratification Appeals

- 2.1 If the Group that has been de-ratified feels that the action is unjust, it can launch an appeal against this action by notifying the Vice-President Operations and Finance and Vice-President Student Affairs.
- 2.2 If the Vice-President Operations and Finance and Vice-President Student Affairs find the appeal to be of merit, the group launching the appeal must make a presentation to the University Students' Council in order to present their case to remain a campus group at the next meeting.
- 2.3 University Students' Council has the right to grant or deny the appeal by a two-thirds (2/3) majority vote of those present.
- 2.4 If University Students' Council upholds the verdict of the Budget and Finance Committee, the group will remain de-ratified and can neither reapply for ratification nor launch another appeal.

Contact Information: Vice-President Operations and Finance 966-6967
Policy Authority Budget and Finance Committee

<u>Approvals</u>	Board/Committee	<u>Date</u>	<u>Motion</u>
Amended	Executive Committee	15/05/01	EXEC03
Amended	Executive Committee	02/07/01	EXEC19
Amended	Executive Committee	02/10/01	EXEC46
Amended	Operations and Finance Board	26/03/02	OFB34
Amended	Executive Committee	28/06/02	EXEC
Amended	Operations and Finance Board	28/10/02	OFB09
Amended	Executive Committee	18/06/03	EXEC05
Amended	Executive Committee	09/03/03	EXEC33
Amended	Operations and Finance Board	10/03/06	OFB55
Amended	Executive Committee	12/05/08	EXEC02
Amended	Operations and Finance Board	05/11/09	OFB18
Amended	Operations and Finance Board	01/04/11	OFB39
Amended	Executive Committee	30/05/11	EXEC06
Amended	Executive Committee	15/09/11	EXEC51
Amended	Budget and Finance Committee	02/04/12	BFC111

Amended	Budget and Finance Committee	05/11/12	BFC007
Amended	Executive Committee	13/02/14	EXEC038
Amended	Executive Committee	09/06/15	EXEC012
Amended	Executive Committee	08/28/15	EXEC028
Amended	Executive Committee	09/15/15	EXEC038
Amended	Budget and Finance Committee	10/30/15	BFC012
Amended	Budget and Finance Committee	01/18/16	BFC018
Amended	Executive Committee	07/30/18	EXEC08
Amended	Budget and Finance Committee	11/29/18	BFC031

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov., 29	Jan 3	Jan., 10
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	P	P	R	P	P	P 3411 3	P 301111 10
Albert, Mike	Р	P	P	R	P	P	Α	P	P	P	P
Aman, Mike	Р	Р	Р	Р	R	Р	Р	R	P	R	Р
Andraos, John	Р	Р	R	R	R	Р	Р	RESIGNED			
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р
Bell, Jamie	NYA	NYA	NYA	NYA	R	Р	Р	Р	Р	Р	Р
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р
Dear, Seth	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	R
Dierker, Meaghan	Р	Р	Р	Р	Р	Р	Р	Р	R	Р	Р
Flynn, Amy	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	Р
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	Р	R
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р	Р	R	Р	Р	Р
Han, Yifan	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Keller, Ryne	NYA	NYA	NYA	NYA	Р	Р	R	Р	R	R	P
Klassen, Lauren	Р	Р	Р	Р	Р	R	Р	Р	Р	Р	Р
Kobes, Brent	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Koh-Steadman, Noah	R	Р	Р	Р	R	Р	R	Α	Р	R	Р
Liu, Serena	NYA	NYA	NYA	NYA	Р	P	P	P	R	P	P
Moellenbeck, Sheldon	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Munoz Pimentel, Carlos	P	Р	Р	Р	Р	P	P	Р	Р	P	P
Reaser, Jacob	Р	Р	Р	Р	R	Р	Р	Р	R	Р	Р
Rosas, Erick	Р	R	Р	R	Р	R	RESIGNED				
Simons, Gabe	Р	Р	Р	R	Р	Р	Р	Р	Р	Р	Р
Thomson, Emma	Р	Р	Р	Р	Р	Р	Р	Р	R	P	P
Wu, Rose	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	R
P - Present; R - Regrets; A - Absence; NYA - No	t Yet Appointed	; NM - No Meet	ting								

# University Students' Council Agenda January 24, 2019

#### **Roy Romanow Student Council Chamber**

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
- 4. Minutes and Reports for Information
  - **4.1 USC Minutes January 17, 2019**
  - 4.2 Executive Committee January 21, 2019
  - 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 January 15, 2019
  - 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 Stefanie Ewen Infrastructure Fund Financial Request
  - 6.2 Fee Setting Infrastructure, StudentCare, USSU & Transit Fees
- 7. Other Business
  - 7.1 Transit Update
- 8. Questions, Comments, and Announcements
- 9. Adjournment

## University Students' Council Minutes for January 17, 2019

#### Present

Rollin Baldhead, President Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Akinwande Akingbehin, International Students Jamie Bell, Edwards School of Business Jonathan Halvorson, Arts & Science Kaitlin Bird, Indigenous Students Mike Aman, Engineering Lauren Klassen, Education Noah Koh-Steadman, Engineering

#### Also present

Brent Kobes, Chairperson Caroline Cottrell, General Manager

#### Regrets

Serena Liu, Dentistry
Emma Thomson, WCVM
Meaghan Dierker, Agriculture & Bioresources
Ryne Keller, Agriculture & Bioresources
Lauren Fraess, Nursing
Seth Dear, Nursing

#### Absent

#### Guests

Hannah Sollid, Kinesiology Olena Malko, ASSU Regan Ratt-Misponas, ISC Abby Goswami Colten Yamagishi, StudentCare The meeting was called to order at 6:00 p.m.

#### 1. Adoption of the Agenda

Chairperson Kobes 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.

VP Wu requested the withdrawal of the Budget and Finance Committee Meeting minutes from the package.

Move to adopt the amended agenda.

USCMotion041: Councillor Muñoz-Pimentel/VP Moellenbeck Carried

#### 2. Introductions

President Baldhead introduced Hannah Sollid, Olena Malko, Abby Goswami, and Regan Ratt-Misponas. He also introduced Mr. Colten Yamagishi from StudentCare.

#### 3. Council Addresses

#### 3.1 StudentCare - Colten Yamagishi

Move to enter into informality until the end of the presentation.

USCMotion042: VP Wu/Councillor Reaser

Carried

Mr. Colten Yamagishi reminded Council that StudentCare is the USSU's health and dental plan. Today, he will be presenting the annual claims report of the previous year. This data will be used to help plan for next year. He noted that students claimed almost as much as they paid for their premiums last year. Health claims jumped by 6%, dental claims jumped from 7% compared to last year. Mr. Yamagishi said the number one increase in claims was in prescription drugs. Psychology claims more than doubled from the previous year. There was a drop in claims for medicine services and equipment. The number one type of drug claimed in the plan last year was central and nervous system agents. In dental claims, diagnostic and preventative services increased both in number and cost. About ½ of students eligible for the plan are enrolled in the plan. About ½ have opted out. Last year, there was an increase to the plan fee and plan premium. Three years ago was the last change to the plan coverage.

Councillor Aman asked if the loss ratio was adjusted to last year's premiums, what does it look like then?

Mr. Yamagishi said one of the reasons the loss ratio is smaller is because the premium rate is higher, at \$82,000 compared to \$67,000 last year. The loss ratio will show as lower.

Mr. Yamagishi noted that there was a small increase per capita in health claims, and in dental claims, there was a fairly significant drop. The projected calculated premium for 2019-2020 is \$248.08. There is a university administration fee of 1%. The total cost of the plan would be \$250.71. Currently, the plan fee is \$262.68. Mr. Yamagishi noted this may lead Councillors to wonder what to do with the surplus. He said the Executive suggested looking at increasing coverage for health practitioners. He also looked at the increase for glasses and vision coverage. He noted that today, Councillors must look at if they wish to increase the plan fee. He said it is often a good idea to increase by a small amount to plan for future increases in claims.

Councillor Simons asked why claims stagnating is a good thing?

Mr. Yamagishi said it isn't necessarily good, but it is good from a financial point of view as there is less pressure on having to increase the plan fee.

Councillor Simons asked why it's a good thing that there is a surplus in the amount of money students are paying?

Mr. Yamagishi said it isn't good or bad, but it is good to have a loss ratio in the 80-90% range to prepare for high claim amounts in the following year.

GM Cottrell said that the loss ratio is the difference between how much we pay and what the insurance pays back to all of the providers. If the USSU gets into too much of a deficit, that is trouble. Insurance companies get comfortable when profit margins are around 10-11%. GM Cottrell noted, in 2006-2007, the premium for health and dental was \$243. The plan has been stable, especially considering inflation.

Councillor Han asked if the Council could have a copy of the slide deck to bring back to their constituents?

Mr. Yamagishi confirmed that Councillors could access the slide deck following the presentation.

- 4. Minutes and Reports
- 4.1 USC Minutes January 10, 2019
- 4.2 Executive Committee January 14, 2019

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

Move to accept the minutes and reports into the official record. **USCMotion043**: VP Moellenbeck/Councillor Reaser

Carried

#### 6. Business

#### 7. Other Business

#### 7.1 Fee Setting - Infrastructure, StudentCare, USSU & Transit Fees

VP Wu noted that the Executive had a meeting with Mr. Yamagishi from StudentCare and their thoughts so far would be to enact a 2% increase, approximately \$5. They also want to increase coverage for health care practitioners from \$20 to \$40 and to \$150 in coverage for vision care.

Councillor Aman asked how the Executive decided on a 2% increase and the two increases in coverage?

VP Wu replied that the health practitioner fee has not been increased in a few years and that it would be more beneficial to increase each visit than the annual amount. They decided on vision care because of the new tenant in Place Riel, Campus Vision.

VP Moellenbeck said that at last Council, Councillors said they wanted to be able to increase coverage for health practitioners. In regard to the 2% increase, he said that it would bring the plan fee in line with the increase in costs. Long term, it is fiscally responsible to increase the fee a little bit rather than need to increase it more in the future.

Councillor Simons asked if it was last year that Council had to go into reserve funds because of the PST increase? His question was confirmed. He asked if there is anything happening this year as a consequence of the reserves having to be accessed last year?

GM Cottrell noted that the government reversed that decision on PST. It was supposed to be refunded.

Mr. Yamagishi noted that last year the Board of Governors approved the plan before the PST decision was reversed. The USSU had to go back to the Board of Governors with a new proposal to adjust for the reversal. He noted that SunLife was reimbursed, and then this was reimbursed to StudentCare. He believes the USSU was reimbursed through an invoice in the previous year.

Councillor Aman asked if the reimbursement occurred at the USSU level, did the reimbursement ever get translated back to students?

GM Cottrell said that last year they manipulated the plan down. She noted that reimbursing individual students would require the signing of individual cheques to students for approximately \$4 each. She noted it was manipulated on the back end so that students never saw the increase. This year's premium took this into account.

Councillor Akingbehin asked how much the fee increase was?

GM Cottrell noted the increase from last year was \$12.51.

Councillor Bell asked about the use of the reserve funds, how much is left in the reserve funds, and how this budgetary deficit affects the USSU?

GM Cottrell said that the USSU has two reserve funds. She said one reserve fund is funds on deposit, which goes back to about 2007. There is no cash value to this fund - it can only be used to buy down premiums through SunLife. She estimate this reserve sits at around \$225,000. The USSU also has a reserve fund for health and dental plans that is around the same amount. The intent behind this fund is against the day when there is a massive pandemic. She noted that Council has always been very conservative about ensuring that fund isn't swallowed up.

Councillor Albert asked if they are interest bearing accounts?

GM Cottrell said the funds on deposit is not an interest bearing account. The USSU's last interest-bearing account is at 1.15%.

Councillor Akingbehin asked if there is a plan to increase the reserves?

GM Cottrell said that is Council's decision.

Councillor Bell noted that some medications are incredibly expensive. He noted that increasing the reserve fund would be wise.

Councillor Akingbehin asked if it would be wise to try to increase the reserve?

GM Cottrell said that the University of Victoria had a student who had cystic fibrosis. There was a special request for biologic medication for this student that was thousands of dollars. The decision on this fee went to Council. The USSU has reserve funds to enable them to make these decisions if needed

Councillor Simons asked how Council would go about increasing the reserve funds?

Mr. Yamagishi said that the increases to reserves come from an increase to the plan fee. Any funds left over are put into the reserve. It's not meant to be used as a fund that is controlled in the way it is increased or decreased, but rather as a buffer.

Councillor Simons replied that Council cannot really legitimately control the reserve fund then.

Councillor Albert asked if the surplus would not go to the insurer instead of into the reserve fund?

GM Cottrell said that the USSU has two reserves.

Mr. Yamagishi said the funds on deposit is through SunLife. 50% of the profits made through them go to the USSU. The USSU reserve fund will only grow in cases where the plan fee is higher than the plan premium.

Councillor Albert asked if the loss of the insurer is from what you plan to gain from premiums, or in total?

GM Cottrell said that our students claimed more than the USSU paid, but because the USSU have a fully insured plan, SunLife covers those costs.

Mr. Yamagishi noted that StudentCare is not the insurer. StudentCare is paid a flat fee to advocate and negotiate on the USSU's behalf.

Councillor Simons asked if the reserve fund is with StudentCare or SunLife?

Mr. Yamagishi said the funds on deposit reserve is with SunLife. The other reserve fund is with the USSU. StudentCare has no stake in either.

Councillor Simons asked what benefit there is to leaving the reserves with SunLife than taking it out and keeping it as a reserve that the USSU can control?

GM Cottrell noted that there is no cash value to that reserve fund. The USSU could buy out the entire amount and subsidize to that amount. It can only be used toward specific values.

Mr. Yamagishi added that the surplus funds on deposit can fund two things: a deficit in the premium and benefit improvements or additions.

GM Cottrell said that the USSU has not gone to the marketplace for a while now. This is partly because we have so much resource sitting on deposit with SunLife. If we leave SunLife before using this reserve, that reserve is gone.

Councillor Aman asked if the USSU wanted to go to the marketplace, the funds with SunLife could be used to pay out premiums until the USSU switched insurers?

GM Cottrell said that the broker would go to the insurer.

Mr. Yamagishi said there would have to be a specific situation where the premiums were lower than the projected premiums. He said that they are trying to create strategies to empty that account with SunLife so that the USSU could go to an RFQ. He noted that SunLife is giving the USSU a pretty good deal right now.

GM Cottrell said that the University's health, dental, and pension are all held by SunLife.

Councillor Aman asked if StudentCare has any stake in the increase or decrease of student fees?

Mr. Yamagishi said not financially. Their best interest is to have the plan be as efficient as possible.

GM Cottrell noted that an RFQ was done in 2006. In 2011, a deal with StudentCare was signed that expires in 2021. StudentCare has been the USSU provider's in 2000. The flat rate paid to StudentCare has never increased.

Councillor Aman asked if there would be any recommendations that Mr. Yamagishi has to change the plan?

Mr. Yamagishi noted that this is the USSU's plan, not StudentCare's. He has a professional opinion but believes students always make the best decision for students. He offered to show market trends, but said he cannot necessarily make the best decision regarding the plan fee.

Councillor Han asked if the increase in vision coverage and health practitioner coverage would be individual decisions or one, single vote?

VP Moellenbeck said it is up to Council to decide. They can adjust the fee according to individual decisions or a combined decision.

Councillor Han asked if it is possible to have another option regarding health practitioner coverage where the maximum annual coverage is decreased at the expense of an increased benefit per visit?

Mr. Yamagishi said they have the options to change it. He noted that he costed out the increase from an annual coverage of \$400 to \$500 which increased the plan fee by around \$3-4. He also noted that Council can decide to go backwards.

Councillor Flynn asked if there is a way to change the way opt-ins function for students off-campus?

Mr. Yamagishi noted that it is very expensive to opt-in compared to opting-out. If they allowed one specific student group to do so, it would increase the cost for everyone else. He said they try to give students options, but the cost outweighs the benefit when you allow a large student group to do such.

GM Cottrell noted that if you are not registered for 9 credit units on campus, you are not automatically opted into the plan.

VP Moellenbeck asked if there's a way for the Registrar's Office to take into account a practicum? In addition, StudentCare now has access to student emails. He asked if they send emails to remind students to opt in?

GM Cottrell said that the Registrar's Office is reluctant to do so with the amount of complex programs now.

Mr. Yamagishi said that they do not send a specific email to part time students, but they do send a general email to all eligible students. This email reminds part time students to enroll in the plan.

Councillor Reaser clarified that it is okay to distribute this information to constituents?

Answer was not heard.

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

President Baldhead announced that there is a Council Social at Louis' following the meeting.

VP Moellenbeck noted that Face to Face is happening in the College of Education on Thursday, January 24.

Councillor Munoz-Pimentel announced that next Wednesday at 4 pm there is a Political Studies Students' Association colloquium on inclusive feminist discourses surrounding sex work by Raquel Alvarado. It is free admission.

Councillor Bird announced that tomorrow at 4:30 there will be a March in Solidarity with Indigenous People starting at Gordon Oakes.

#### 9. Adjournment



# USSU HEALTH & DENTAL PLAN MID-YEAR UPDATE

PRESENTED BY COLTEN YAMAGISHI

## **AGENDA**

- Recap
- **Annual Claims 2017-2018**
- Change of Coverage Report
- **♦** Planning for 2019-2020
- Moving Forward

# **RECAP**





# **ANNUAL CLAIMS 2017-2018**



Premiums	Claims	Loss Ratio		Premiums	Claims	Loss Ratio
\$93,209	\$99,399	107%	SEPTEMBER	\$67,572	\$64,234	95%
\$93,209	\$91,029	98%	OCTOBER	\$67,572	\$79,180	117%
\$93,209	\$92,019	99%	NOVEMBER	\$67,572	\$89,711	133%
\$93,209	\$83,562	90%	DECEMBER	\$67,572	\$53,033	78%
\$93,468	\$103,473	111%	JANUARY	\$67,754	\$79,781	118%
\$93,468	\$92,354	99%	FEBRUARY	\$67,754	\$77,070	114%
\$93,468	\$102,404	110%	MARCH	\$67,754	\$61,559	91%
\$93,468	\$109,362	117%	APRIL	\$67,754	\$68,799	102%
\$93,468	\$100,261	107%	MAY	\$67,754	\$57,085	84%
\$93,468	\$82,375	88%	JUNE	\$67,754	\$40,869	60%
\$93,468	\$78,297	84%	JULY	\$67,754	\$45,964	68%
\$93,468	\$98,212	105%	AUGUST	\$67,754	\$50,298	74%
\$1,120,580	\$1,132,747	101%	TOTAL	\$812,322	\$767,583	94%
	\$93,209 \$93,209 \$93,209 \$93,468 \$93,468 \$93,468 \$93,468 \$93,468 \$93,468 \$93,468 \$93,468	\$93,209 \$99,399 \$93,209 \$91,029 \$93,209 \$92,019 \$93,209 \$83,562 \$93,468 \$103,473 \$93,468 \$92,354 \$93,468 \$102,404 \$93,468 \$109,362 \$93,468 \$100,261 \$93,468 \$82,375 \$93,468 \$78,297 \$93,468 \$98,212	\$93,209 \$99,399 107% \$93,209 \$91,029 98% \$93,209 \$92,019 99% \$93,468 \$103,473 111% \$93,468 \$92,354 99% \$93,468 \$102,404 110% \$93,468 \$109,362 117% \$93,468 \$100,261 107% \$93,468 \$82,375 88% \$93,468 \$78,297 84% \$93,468 \$98,212 105%	\$93,209 \$99,399 107% SEPTEMBER \$93,209 \$91,029 98% OCTOBER \$93,209 \$92,019 99% NOVEMBER \$93,209 \$83,562 90% DECEMBER \$93,468 \$103,473 111% JANUARY \$93,468 \$92,354 99% FEBRUARY \$93,468 \$102,404 110% MARCH \$93,468 \$109,362 117% APRIL \$93,468 \$100,261 107% MAY \$93,468 \$82,375 88% JUNE \$93,468 \$78,297 84% JULY \$93,468 \$98,212 105% AUGUST	\$93,209 \$99,399 107% SEPTEMBER \$67,572 \$93,209 \$91,029 98% OCTOBER \$67,572 \$93,209 \$92,019 99% NOVEMBER \$67,572 \$93,209 \$83,562 90% DECEMBER \$67,572 \$93,468 \$103,473 111% JANUARY \$67,754 \$93,468 \$92,354 99% FEBRUARY \$67,754 \$93,468 \$102,404 110% MARCH \$67,754 \$93,468 \$109,362 117% APRIL \$67,754 \$93,468 \$100,261 107% MAY \$67,754 \$93,468 \$82,375 88% JUNE \$67,754 \$93,468 \$78,297 84% JULY \$67,754 \$93,468 \$78,297 84% JULY \$67,754 \$93,468 \$98,212 105% AUGUST \$67,754	\$93,209 \$99,399 107% SEPTEMBER \$67,572 \$64,234 \$93,209 \$91,029 98% OCTOBER \$67,572 \$79,180 \$93,209 \$92,019 99% NOVEMBER \$67,572 \$89,711 \$93,209 \$83,562 90% DECEMBER \$67,572 \$53,033 \$93,468 \$103,473 111% JANUARY \$67,754 \$79,781 \$93,468 \$92,354 99% FEBRUARY \$67,754 \$77,070 \$93,468 \$102,404 110% MARCH \$67,754 \$61,559 \$93,468 \$109,362 117% APRIL \$67,754 \$68,799 \$93,468 \$100,261 107% MAY \$67,754 \$57,085 \$93,468 \$82,375 88% JUNE \$67,754 \$40,869 \$93,468 \$78,297 84% JULY \$67,754 \$45,964 \$93,468 \$98,212 105% AUGUST \$67,754 \$50,298

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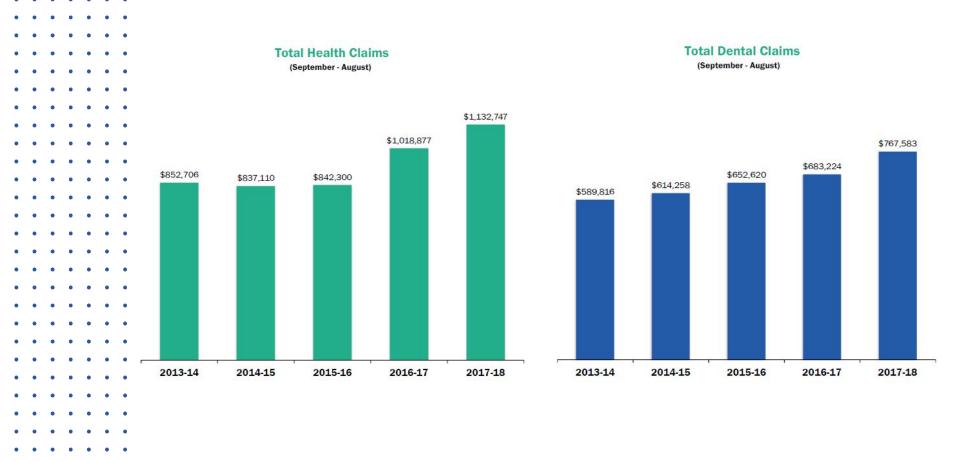
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•		Premiums	Claims	Loss Ratio	
•	GRAND TOTAL	61 032 002	\$1 900 330	98%	

### Per Capita Claims Analysis

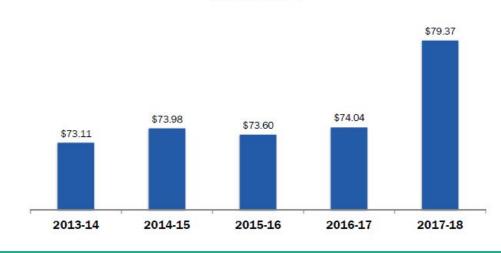
•	•	•	•	•	•			2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	% Change (16-17 to 17-18)
•	•	•	•	•	•	•	HEALTH						
•	•	•	•	•	•	•	Paid Claims	\$852,706	\$837,110	\$842,300	\$1,018,877	\$1,132,747	11%
•	•	•	•		•		Enrolment	8,096	8,325	8,873	9,259	9,714	5%
•	•	•	•			•	Per Capita Claims	\$105.33	\$100.55	\$94.93	\$110.05	\$116.61	6%
•	•	•	•	•	•	•							
•	•	•	•	•	•	•	DENTAL						
•	•	•	•	•	•	•	Paid Claims	\$589,816	\$614,258	\$652,620	\$683,224	\$767,583	12%
•	•	•	•	•	•	•	Enrolment	8,068	8,303	8,868	9,227	9,671	5%
•	•	•	•	•	•	•	Per Capita Claims	\$73.11	\$73.98	\$73.60	\$74.04	\$79.37	7%
•	•	•	•	•	•	•							
•	•	•	•	•	•	•	TOTAL						
•	•	•	•	•		•	Paid Claims	\$1,442,522	\$1,451,368	\$1,494,920	\$1,702,101	\$1,900,330	12%
•	•	•	•	•	•	•	Enrolment	8,082	8,314	8,870	9,243	9,693	5%
•	•	•	•	•	•	•	Per Capita Claims	\$178.49	\$174.57	\$168.53	<b>\$184.15</b>	\$196.06	6%





Per Capita Health Claims (September - August)





# Health Claims Takeaways

**Generally Increasing** 

Prescription drug claims leading the way

Psychology

Claims have more than doubled in number and value

Medical Services and Equipment

Claims dropping but unpredictable

# **Drug Claims Takeaways**

By Category

Central Nervous System Agents & Hormones, Top Spots

By Amount Paid

Concerta, Mirena, Gardasil

By Number of Claims

Alysena, Aviane, Yaz

# **Dental Claims Takeaways**

Diagnostic / Preventative

Claims increasing in number, cost/claim consistent

Periodontics / Endodontics

Periodontics claims increasing significantly

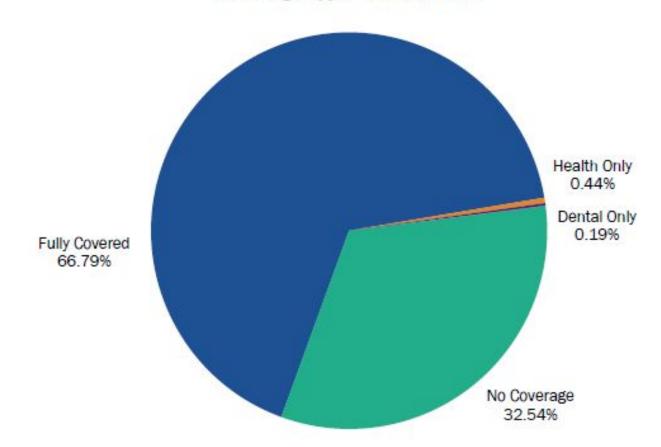
Surgical / Restorative

Claims for fillings increasing

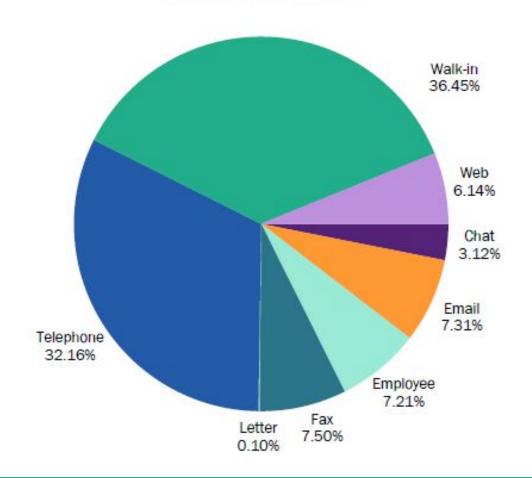
# COVERAGE



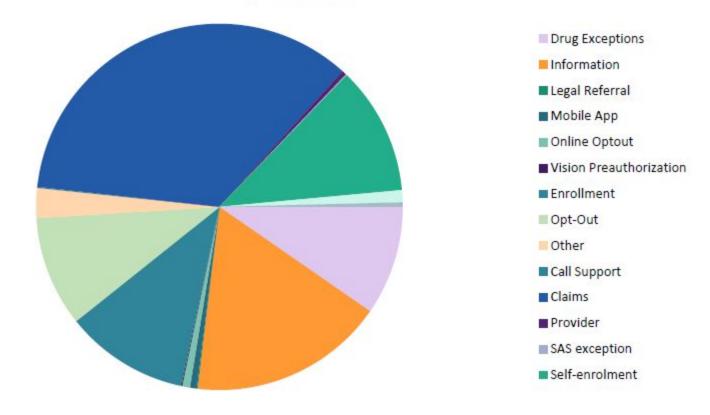
# Coverage Type - Current YTD



### **All CRM Case Sources**



### **All Case Types**



# RENEWAL REPORT



# Plan History

#### 2018-2019:

No Benefit Changes (Plan Premium \$265.44, Plan Fee \$262.68)

#### 2017-2018:

No Benefit Changes (Plan Premium \$246.64, Plan Fee \$250.17)

#### 2016-2017:

Benefit Changes (Plan Premium \$232.69, Plan Fee \$247.69)

- Increased Psychology Coverage from \$20 to 80% up to \$750

## **USSU CLAIMS EXPERIENCE**

Policy number 22258 - 01

INSURED CLAIMS: SEPTEMBER 2018 - AUGUST 2019

• • •	HEALTH			
• • •		PREMIUMS	CLAIMS	LOSS RATIO
	SEPTEMBER	\$110,030	\$102,206	93%
• • •	OCTOBER	\$110,030	\$99,639	91%
• • •	NOVEMBER	\$110,030	\$97,874	89%
• • •	DECEMBER	\$110,030	\$83,419	76%
• • •				
• • •	PAID HEALTH CLAIMS TOTAL	\$440,122	\$383,138	87%
• • •				
• • •	DENTAL			
• • •		PREMIUMS	CLAIMS	LOSS RATIO
• • •	SEPTEMBER	\$82,070	\$69,108	84%
	OCTOBER	\$82,070	\$64,164	78%
• • •	NOVEMBER	\$82,070	\$73,569	90%
• • •	DECEMBER	\$82,070	\$55,328	67%
• • •				
• • •	PAID DENTAL CLAIMS TOTAL	\$328,280	\$262,169	80%
• • •				
• • •	PAID CLAIMS GRAND TOTAL	\$768,402	\$645,307	84%

Health	Sep 2017 - Dec 2017	Sep 2018 - Dec 2018	Change
Claims Paid	\$366,009	\$383,138	5%
Enrolled Units	9,696	9,989	3%
Per Capita Claims	\$37.75	\$38.36	2%
Dental	Sep 2017 - Dec 2017	Sep 2018 - Dec 2018	Change
Claims Paid	\$286,158	\$262,169	-8%

9,654

\$29.64

9,945

\$26.36

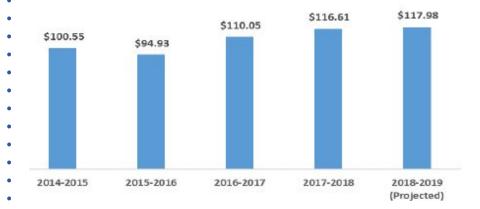
3%

-11%

**Enrolled Units** 

Per Capita Claims

### Per Capita Health Claims



#### Per Capita Dental Claims



## Dian Ego Analysis

•	Fiall Fee Allalysis
•	
•	PLAN FEE ANALYSIS

Health \$156.08

(\$12.41)

Dental \$92.00

\$1.18

Total \$248.08

\$2.63

\$250.71

\$262.68

\$11.97

University Admin Fee 1%

fund contribution

Projected Total Costs (2018-2019)

Current Plan Fee (2018-2019)

Projected Plan Premium (2019-2020)

Difference available for benefit improvements / reserve

\$1.45 \$157.54 \$93.17 \$145.13

\$117.55 \$24.38

	Benefit Changes	% Impact	Net Premium (Projected)	Cost of Benefit Change
A	Increase coverage for Health Practitioners from \$20 per visit to \$40 per visit. \$400 Annual maximum (as per current).	8.0%	\$148.40	\$12-14
В	Increase coverage for Health Practitioners from \$20 per visit to \$30 per visit. \$400 Annual maximum (as per current).	4.0%	\$148.40	\$6-7
С	Increase coverage for all Health Practitioners to \$500 Annual Maximum (\$400 currently).	2.0%	\$148.40	\$3-3.50
D	Increase coverage for glasses and contact lenses from \$100 per 24 months to \$150 per 24 months	4.0%	\$148.40	\$6-7

<sup>\*</sup>The amounts above are estimates, based on <u>Studentcare's</u> internal analysis. To be adjusted / confirmed by insurer.

# **Plan Fee Options:**

Current Plan Fee		% Change	New Plan Fee		Projected Total Plan Cost		Benefit I	ference Available for mprovements / Contribution
\$	262.68	0%	\$	262.68	\$	250.71	\$	11.97
	-	<b>1</b> %	\$	265.31		-	\$	14.60
	2	2%	\$	267.93		2	\$	17.23
	_	3%	\$	270.56		9	\$	19.85
	-	4%	\$	273.19		*	\$	22.48
		5%	\$	275.81			\$	25.11

# **MOVING FORWARD**



Must be decided next week

Does the USC want to increase the Plan Fee?

If so, by how much?

Must be decided later

Does the USC want to add/improve benefits?

If so, which, and by how much?

# Questions?

# Executive Meeting Minutes for January 21, 2019

Present: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 10:36 am.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Baldhead:**

Meetings/Events:

Elder

Indigenous Achievement Week Meeting

USC

Student presentation

**Indigenous Peoples March** 

Initiatives:

Outreach for Elections

Youth Engagement

Event Plans in Progress:

None

#### **VP Kobes:**

Meetings/Events:

StudentCare

Transit Card Meeting

Planning and Priorities - Cancelled

**BFC** 

Rink Expenses

Meeting with Akin

Pre-Med Club

Campus Club Week

Faith Leaders Meet and Greet

Campus Club Reception

Copyright Workshop

Initatives:

**Governance Training** 

**Event Plans in Progress** 

None

#### **VP Moellenbeck:**

Meetings/Events:

Know Your Rights Week

Copyright and Your Thesis Presentation

Understanding Your Rights and Responsibility workshop

Open Textbook info session

**UPS** Planning meeting

Meeting with Patti McDougall and Beth Bilson re: peer advocacy program

Phone call with Minister Beaudry-Mellor about Online Homework Systems

Scholarship and Bursary meeting

StudentCare

Initiatives:

Best and Brightest Scholarship adjudication

Event Plans in Progress:

**UPS** 

#### VP Wu:

Meetings/Events:

Executive

Councillor Akin

**BFC** 

**PEC** 

Rink Expense

StudentCare

Centres

Tanner - Sheaf Interview

Farmers Market & Clothing Swap

#### Initiatives:

Contacted Wade to provide table by rink

International Students Affairs doodle poll

Sustainability Committee agenda

Contacted SDHHS for ASL workshop

Miscellaneous student concerns

Plants giveaway for Bell Let's Talk

Event Plans in Progress:

None

#### 4. Business

#### 4.1 Supporting of Initiatives

The Executive Committee decided to write a letter to the University of Toronto in support of boycotting the Doug Ford initiative to end mandatory student fees, however; they declined to support a zero percent increase in tuition initiative from the University of Regina.

#### 4.2 U of S Student Fees

The USSU student fees need to be set on Thursday and so VP Kobes will make a presentation to USC on what is necessary.

#### 4.3 Peer Advocacy Sessions

The President's Office and VP Academic and Provost's Office are trying to set up workshops to do informal conflict resolution in order to avoid some of the escalation of situations that could be eased at an earlier phase. The proposal is to have sessions in early September with such people as USC members, Centre Coordinators, and various student leaders around campus. Participants would receive some form of certification for the training. Patti McDougall and Beth Bilson would be looking for some form of support for this initiative. It may be housed by the College of Law.

#### **4.4 Transit Printer**

GM Cottrell noted that we have a new tripartite agreement with Transit and Consumer Services at the University of Saskatchewan to begin implementing new student/Transit cards. In order to make this work, a new piece of equipment to tell the chips what they are is required. Eight or so years ago, when this change was first proposed, the USSU agreed to buy this piece of equipment and so will now need to honour this commitment. This is an unbudgeted capital expense and so the request will need to go to Budget and Finance Committee for approval.

#### 5. Adjournment

The meeting was adjourned.

#### Budget and Finance Committee Meeting January 15th 2019

- 1. Call To Order 4:05
- Attendance: VP Kobes, MSC Bell, MSC Aman, SAL Reaser, Tye Hapke, GM Cottrell, SAL Patel, MSC Koh-Steadman
- 3. Report of VP
  - a. Ratifications
    - i. None
  - b. Insurance
    - i. APA
    - ii. Equine Club
    - iii. WCVM
  - c. Meetings
    - i. Mennonite Orientation
    - ii. Arts and Science Students Union
- 4. Campus Group Policy Amendments
  - a. See Appendix
- Presentations
  - a. Tye Hapke with Saskatchewan Party Campus Club
- 6. Funding Request
  - a. Saskatchewan Party Campus Club, \$1000.00
  - \*MSC Aman notes conflict of interest and abstains from vote.

Moved Vp Kobes, Seconded Bell, Carried

- b. Chemical Engineering Students Society \$350.00
  - i. Moved Aman, Seconded Kobes, Carried.
- c. Latin American Students Society, \$350.00
  - i. Moved Steadman, Seconded Bell, Carried.
- d. Nigerians Students Association, \$665.00
  - i. Documents not submitted
- e. Confucius Institute Club, \$600.00
  - i. Meeting Requested
- f. Animal Bio Science, \$250.00
  - i. Error with server, email vote required.
  - ii. Approved by email
- g. Greystone Scholar Society, \$150.00
  - i. Error with server, email vote required.
  - ii. Approved by email
- h. Biology Club \$400.00
  - i. Error with server, email vote required.
- i. Edwards Business Students Society, \$1000.00
  - i. Meeting required and scheduled
- j. Physiology \$500.00 in Louis Credit moved Aman, seconded Reaser, Carried.
- k. Amnesty International \$145.94 Aman moved, Patel Second, Carried.

- I. Physics Student Society \$120.00 , Moved Aman, Seconded Koh-Steadman, Carried.
- m. Political Science Students 30.00
  - i. Approved by email
- 7. Questions, Comments, Announcements.
- 8. Adjournment 5:20

#### **Preamble**

The University of Saskatchewan Students' Union ('the USSU') is composed of students with a wide array of academic and non-academic needs and interests. While the USSU strives to meet these diverse needs, other groups exist on campus that also seek to address them. Such groups may have the potential to provide services to a constituency that the USSU is not able to match. Thus, the USSU seeks to provide such groups with as much support as possible.

This policy exists to standardize and streamline the manner in which the USSU interacts with student groups. The purpose of this policy is to assist students in the formation, operation, and development of student groups. Furthermore, it exists to clarify obligations a group holds to the USSU and to its members.

#### **Definitions**

**Campus Group** – any ratified undergraduate student organization, including College Societies and Campus Clubs.

**Constituencies** – a ratified undergraduate student organization that is the official student body representative of an academic College or School at the University of Saskatchewan as listed in the USSU Bylaw.

**Campus Club** – a ratified student organization that represents a particular interest among the members of the USSU. College Societies, as outlined above do not qualify as Campus Clubs.

**Sport Club** – a Campus Club whose main purpose is to organize around the playing of a particular sporting activity.

**Re-Ratification** – ratification when the Campus Group was successfully ratified in the previous academic year.

Academic Year – the period beginning May 1 and ending the following April 30.

#### A. Ratification

#### 1. General

- 1.1 In accordance with the budget cycle of the USSU, the ratification of a Campus Group shall expire April 30 of each year.
- 1.2 Any Campus Group that does not re-apply for ratification is considered dissolved, and is therefore not entitled to any of the privileges of a USSU Ratified Campus Group.
- 1.3 Applications for Campus Group ratification are accepted beginning May 1 of each academic year.
- 1.4 Groups with a similar mandate and a similar membership to a previously ratified Campus Group or College Society indebted to the USSU shall be responsible for repayment of that debt, at the discretion of the Budget and Finance Committee.

#### 2. Ratification of Campus Groups

Groups must submit the following information to the Vice-President Operations and Finance in order to become a USSU Ratified Campus Group:

- 2.1 a comprehensive list of all social, athletic and academic events for the upcoming year (for insurance purposes);
- 2.2 a copy of the Group's most recent constitution;
- 2.3 a list of Executive Members with student numbers and email addresses;
- a list of fifteen (15) students who consider themselves members of the Group with student numbers and email addresses. These fifteen must comprise the 75% required in item 3.2 and if there are graduate students and others in the club full membership must be 20 members, 15 of whom are undergraduate students;
- 2.5 payment of fees for the academic year, as prescribed in Section II, Campus Group Fees.

#### 3. Criteria for Campus Groups

Groups must meet the following criteria in order to become USSU Ratified Campus Groups:

3.1 The Club must intend to carry out activities that do not infringe any federal, provincial, municipal or university regulations and which will not interfere with the

ordinary course of business at the university, nor infringe on the rights and privileges of others. This includes the rights of privacy and of freedom of expression.

- 3.2 The Group must have a minimum of 75% University of Saskatchewan Students' Union membership.
- 3.3 The Group must be governed by and submit to the USSU a constitution as defined by Robert's Rules of Order, and adhere to the constitutional guidelines set out in our sample constitution.
- 3.4 The Group's Executive must all be members of the University of Saskatchewan Students' Union.
- 3.5 The Group must have a clearly defined purpose. This purpose must not conflict with the Mission, Vision or Values statements of the USSU.
- 3.6 The Group must hold a bank account in the legal name of the Group.
- 3.7 The Group must not have any outstanding debts with the USSU.
- 3.8 The Group must have paid their fees for the academic year, as prescribed in Section II.
- 3.9 The USSU will not ratify Groups with a mandate or sole purpose of event planning, including but not limited to, events such as festivals, ceremonies, competitions, parties, or conventions.
- 3.10 The USSU will not ratify Groups that exist in the service of a University department or whose members are organized around mutual employment of the University.

#### 4. Acceptance of Application

- 4.1 A Campus Group is considered ratified when its complete application has been approved by the Budget and Finance Committee Vice President Operations and Finance and its fees have been paid. The Vice-President Operation and Finance shall report ratification to the budget and finance committee, these decisions can be overrode with a <sup>2</sup>/<sub>3</sub> vote.
- 4.2 Groups may appeal the decision by the Budget and Finance Committee Vice President Operations and Finance as outlined in Section V, Appeals.

4.3 The Budget and Finance committee holds the right to deny ratification of any group at their discretion. Disputes with the Budget and Finance committee can be appealed to the Executive Committee.

#### **B.** Campus Group Fees

#### 1. Ratification Fee

The USSU requires that each Campus Group pay a ratification fee according to the chart below. In the event that ratification is refused, the fee will be returned to the applicant.

#### General Activities

The non-alcohol related events and activities portion of the fee is based on the membership size of the group. It is charged as follows:

#### Campus Group

100 — 500	\$150		
500 — 1000	\$300		
1000 +	\$450		
		MILLE	
Model A		Model B	
0 - 500	\$150	0-500	\$100
500-1000	\$200	500-1000	\$200
1000+	\$350	1000+	\$350
Sports Clubs	\$200		
Sports Clubs	φΖΟΟ		

#### 2. Insurance Fee

One of the administrative functions of the USSU is to facilitate Campus Group insurance needs. The USSU provides insurance coverage to these groups by way of an extension of its liability insurance policy. The following provides an equitable process by which Groups are charged for their coverage.

The USSU reserves the right to withhold approval of events in conjunction with its insurer based on the nature / history of the event. If an event is not approved, then the USSU will not extend its liability coverage for that specific event.

The insurance fee that Campus Groups pay will cover their activities and approved events for the rest of the academic year. For the USSU's purposes this fee is based on two criteria: the Group's approved events and general operating activities.

In the event that an insurance claim is made on behalf of a ratified student group, the student group will pay the entire deductible.

#### Non-Alcohol Based Events

For activities in which campus group have not elected to host the liquor license, and where alcohol will not be in use by the group, there is a base fee of \$100.

#### Alcohol-Based Events

Activities in which the Campus Group has elected to host the liquor license will be charged based on the location and the size of the event. On-campus events present a much lower risk factor than off-campus events. Also, the higher the number of participants in attendance, the higher the risk associated. The charge is then based on the risk of incident at the event. The fee structure is broken down by the following formula y=50+x(.50), where x is the number of students. With the exception of On-Campus events which are charged a base fee of \$100.

NOTE: Campus Group Insurance does not cover pub-crawls.

#### Planned Events

Campus Groups should consider carefully the alcohol-based events that they submit for approval. Any planned events that do not occur for any reason, or events in which the Group decides not to host the liquor license will not be refunded at the end of the academic year.

Note: It is important to remember that Campus Groups are not covered for any events that have not been approved by the USSU.

#### C. Campus Group Funding

This policy has been developed in order to standardize the manner in which the USSU grants funding to Campus Groups. A Campus Group should not rely solely on the USSU for funding since only a portion of the total will be covered. Groups are encouraged to charge a membership fee and solicit funding from alternate sources in order to gain financial independence. All funding requests must be received ten business days in advance of the event in order to be considered.

#### 1. Types of Funding

- 1.1 In total, the maximum amount of combined sponsorship from all sources is one thousand dollars (\$1000) per academic year. This combined sponsorship may be split up between three sources with the following constraints:
  - i. A cash grant of up to five hundred dollars (\$500) of USSU monies to be used towards
  - offsetting an event's budget. Supporting receipts and invoices with proof of payment must be provided.
  - ii. A credit of up to one thousand dollars (\$1000) of USSU credit to be used at any of the USSU's businesses and operations.
  - iii. Up to five hundred dollars (\$500) of PepsiCo product and merchandise sponsorship.

#### 2. Criteria for Evaluating Funding Requests

- 2.1 The funding requested must fall into the category of:
  - a special event or project undertaken by a Group;
  - hosting a conference.
- 2.2 Campus Group applications for funding shall be evaluated by the following criteria:
  - does the intent of the funding request fit within the mandate of the club;
  - how do the funds contribute to the success of the Group's event, project, or conference;
  - how does the Group, the USSU, and the general student body benefit from the event, project, or conference;
  - how much external fundraising the Group has done;
  - The Budget and Finance Committee has complete discretion to allocate additional monies to event funding in cases of collaborative funding applications from multiple ratified student groups.
- 2.3 The funds must not be for the private use of a few individuals but must be used towards serving the membership of the organization and the student community in general.
- 2.4 The USSU will not disburse funds to Campus Groups for:
  - direct donation to charity, either for the organization or for other causes;
  - the cost of alcohol served at any event;
  - the day-to-day administrative costs of the organization;
  - year-end banquets;

- graduation banquets;
- travel or travel expenses

#### 3. Eligibility for Funding

- 3.1 All USSU Ratified Campus Groups in good standing, with no outstanding debts to the USSU, are eligible to apply for funding.
- 3.2 If a funding request is submitted prior to the end of the Academic Year for an event to be held within the first fourteen (14) days of the next Academic Year, Campus Groups are eligible to receive funding on the basis of their previous year's ratification status.

#### 4. Procedure for Funding Requests

- 4.1 Fully completed "Campus Group Funding Request Forms" must be submitted to the Vice-President Operations and Finance. Campus groups are encouraged to apply as early as possible to ensure funding and all requests must be in prior to the event.
- 4.2 Approval or rejection of the funding request is at the discretion of the Budget and Finance Committee, and will be reported to council regularly. subject to approval of University Students' Council.
- 4.3 For funding requests in excess of five hundred (\$500), groups are required to make a brief presentation to the Budget and Finance Committee in addition to submitting a funding request form.
- 4.4 For funding requests under \$100 the Vice President of Operations and Finance has the right to approve or reject the request at their discretion, this activity must be reported to the Budget and Finance committee and decisions can be overrode with  $\frac{2}{3}$  vote by the committee.
- 4.5 Groups may appeal the decision by the Budget and Finance Committee as outlined in Section V, Appeals.

#### 5. Terms and Conditions for Receiving Funding

- 5.1 The funds must be used for the intention stated on the "Campus Group Funding Request Form".
- 5.2 Failure to comply with the original intent of the funding constitutes fraud and will justify action under Section IV, Disciplinary Measures.

- 5.3 Any Campus Group receiving funds from the USSU must list the USSU as a co-sponsor in all advertising for the event.
- 5.4 If Pepsi product or USSU credit are not claimed by a campus group after the event has taken place, the product is forfeited unless applied for again.
- 5.5 To receive reimbursement receipts must be provided.
- 5.6 The USSU may advertise for campus group activities upon request.

#### D. **Disciplinary Measures**

#### 1. Infractions

In the event that a ratified campus group engages in behaviour that is considered to be in violation of federal or provincial human rights laws, university policy, or is otherwise deemed to be unfit for an inclusive, welcoming, and open learning environment, the USSU reserves the right to take action against said group. In particular, each student has the right not to be harassed or otherwise made to feel discomfort by another.

#### 2. Sanctions

- 2.1 All complaints against a ratified campus group must be filed in writing with the Vice-President Operations and Finance.
- 2.2 If the Budget and Finance Committee deems the complaint to be of a serious enough nature, the committee may at its discretion impose one or more of the following disciplinary measures:
  - de-ratification of the group for the current year or future years;
  - ban the group permanently from ratification;
  - fines of up to fifteen hundred dollars (\$1500);
  - legal action;

#### V. Appeals

#### 1. Ordinary Appeals

1.1 If a Group feels that any decision other than de-ratification by the Budget and Finance Committee is unjust, the option exists for the group to request an appeal before University Students' Council by notifying the Vice-President Operations and Finance.

- 1.2 University Students' Council has the right to grant or deny the appeal by a majority vote.
- 1.3 The appeal must be made within fourteen (14) days of the notification of the committee's decision.

#### 2. De-Ratification Appeals

- 2.1 If the Group that has been de-ratified feels that the action is unjust, it can launch an appeal against this action by notifying the Vice-President Operations and Finance and Vice-President Student Affairs.
- 2.2 If the Vice-President Operations and Finance and Vice-President Student Affairs find the appeal to be of merit, the group launching the appeal must make a presentation to the University Students' Council in order to present their case to remain a campus group at the next meeting.
- 2.3 University Students' Council has the right to grant or deny the appeal by a two-thirds (2/3) majority vote of those present.
- 2.4 If University Students' Council upholds the verdict of the Budget and Finance Committee, the group will remain de-ratified and can neither reapply for ratification nor launch another appeal.

Contact Information: Vice-President Operations and Finance 966-6967
Policy Authority Budget and Finance Committee

<u>Approvals</u>	Board/Committee	<u>Date</u>	<u>Motion</u>
Amended	Executive Committee	15/05/01	EXEC03
Amended	Executive Committee	02/07/01	EXEC19
Amended	Executive Committee	02/10/01	EXEC46
Amended	Operations and Finance Board	26/03/02	OFB34
Amended	Executive Committee	28/06/02	EXEC
Amended	Operations and Finance Board	28/10/02	OFB09
Amended	Executive Committee	18/06/03	EXEC05
Amended	Executive Committee	09/03/03	EXEC33
Amended	Operations and Finance Board	10/03/06	OFB55
Amended	Executive Committee	12/05/08	EXEC02
Amended	Operations and Finance Board	05/11/09	OFB18
Amended	Operations and Finance Board	01/04/11	OFB39
Amended	Executive Committee	30/05/11	EXEC06
Amended	Executive Committee	15/09/11	EXEC51
Amended	Budget and Finance Committee	02/04/12	BFC111

Amended	Budget and Finance Committee	05/11/12	BFC007
Amended	Executive Committee	13/02/14	EXEC038
Amended	Executive Committee	09/06/15	EXEC012
Amended	Executive Committee	08/28/15	EXEC028
Amended	Executive Committee	09/15/15	EXEC038
Amended	Budget and Finance Committee	10/30/15	BFC012
Amended	Budget and Finance Committee	01/18/16	BFC018
Amended	Executive Committee	07/30/18	EXEC08
Amended	Budget and Finance Committee	11/29/18	BFC031

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29	Jan 3	Jan 10	Jan 17
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	Р	Р	R	Р	Р	Р	Р	Р
Albert, Mike	Р	Р	Р	R	Р	Р	Α	Р	Р	Р	Р	Р
Aman, Mike	Р	Р	Р	Р	R	Р	Р	R	Р	R	Р	Р
Andraos, John	Р	Р	R	R	R	Р	Р	RESIGNED				
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	Р
Bell, Jamie	NYA	NYA	NYA	NYA	R	Р	Р	Р	Р	Р	Р	Р
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	Р
Dear, Seth	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	R	R
Dierker, Meaghan	Р	Р	Р	Р	Р	Р	Р	Р	R	Р	Р	R
Flynn, Amy	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	Р	Р
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	Р	R	R
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р	Р	R	Р	Р	Р	Р
Han, Yifan	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Keller, Ryne	NYA	NYA	NYA	NYA	Р	Р	R	Р	R	R	Р	R
Klassen, Lauren	Р	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	Р
Kobes, Brent	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Koh-Steadman, Noah	R	Р	Р	Р	R	Р	R	Α	Р	R	Р	Р
Liu, Serena	NYA	NYA	NYA	NYA	Р	Р	Р	Р	R	Р	Р	R
Moellenbeck, Sheldon	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Munoz Pimentel, Carlos	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Reaser, Jacob	Р	Р	Р	Р	R	Р	Р	Р	R	Р	Р	Р
Rosas, Erick	Р	R	Р	R	Р	R	RESIGNED					
Simons, Gabe	Р	Р	Р	R	Р	Р	Р	Р	P	Р	Р	Р
Thomson, Emma	Р	Р	Р	Р	Р	Р	Р	Р	R	Р	Р	R
Wu, Rose	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	R	Р
- Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting												

### University Students' Council Agenda February 7, 2019

#### **Roy Romanow Student Council Chamber**

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 Jordan Hartshorn, ISSAC International Education Officer-Internationalization
  - 3.2 WUSC
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes January 24, 2019
  - 4.2 Executive Committee January 28 & February 4, 2019
  - 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 January 29, 2019
  - 4.9 Indigenous Student Affairs Committee Minutes and Report
  - 4.10 International Student Affairs Committee Minutes and Report November 26, 2018 & January 25, 2019
  - 4.11 Student Affairs Committee Minutes and Report
  - 4.12 Sustainability Committee Minutes and Report October 12 & 26, 2018, November 23, 2018 & January 21, 2019
  - 4.13 Association of Constituency President Minutes and Report
- 5. Motions Arising from the Minutes and Reports
- 6. Business
  - 6.1 Nomination of Councillor to Sustainability Committee (1)
  - 6.2 Creation of Ad Hoc Committee Councillor Klassen
- 7. Other Business
- 8. Questions, Comments, and Announcements
- 9. Adjournment

#### University Students' Council Minutes for Thursday, January 24, 2019

#### Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM Noah Koh-Steadman, Engineering Akinwande Akingbehin, International Students Jamie Bell, Edwards School of Business Kaitlin Bird, Indigenous Students Lauren Fraess, Nursing

Jonathan Halvorson, Arts & Science

#### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

#### Guests

Tanner Bayne, Sheaf
Hannah Sollid, KiSS
Edward Okanee
Regan Ratt-Misponas, ISC
Reacko Sasakamoose
Celeste Robillard
Alandra Anderson
Stefanie Ewen, USSU Facilities Manager
Elder Marjorie Beaucage

#### Regrets

Ryne Keller, Agriculture & Bioresources Serena Liu, Dentistry Seth Dear, Nursing

#### Absent

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

#### 1. Adoption of the Agenda

Chairperson Phillips 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.

Move to adopt the amended agenda.

**USCMotion044**: Councillor Munoz-Pimentel/Councillor Akingbehin

Carried

#### 2. Introductions

President Baldhead introduced Tanner Bayne with The Sheaf, Hannah Sollid with KiSS, and Regan Ratt-Misponas, President of the ISC. He also introduced Edward Okanee, Reacko Sasakamoose, Celeste Robillard and Alandra Anderson. He welcomed Stefanie Ewen, the USSU Facilities Manager, and Elder Marjorie Beaucage, the USSU Elder.

#### 3. Council Addresses

- 4. Minutes and Reports
- **4.1** USC Minutes January 17, 2019
- 4.2 Executive Committee January 21, 2019
- 4.8 Budget & Finance Committee January 15, 2019

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

Move to accept the minutes and reports into the official record.

USCMotion045: Councillor Klassen/VP Wu

Carried

#### 6. Business

#### 6.1 Stefanie Ewen - Infrastructure Fund Financial Request

Ms. Ewen stated that the financial request she has brought to USC is for an air-balancing assessment for Place Riel. She stated that in the initial renovation of Place Riel in 2011, each tenant was given a certain capacity of cubic feet per minute of air exchange to accommodate their equipment. Since then, the tenant configuration has changed. Upon assessing the air handling unit to see if it could handle an addition of CFM outputs for new tenant equipment, it was determined that an updated assessment of air exchange in Place Riel was needed. She noted the request is for \$5036.00, taxes included.

GM Cottrell noted that 22,000 people a day go through Place Riel. From this, the temperature varies wildly. It is important to ensure the USSU has accurate information to maximize efficiency.

Move to approve spending \$5036.00 from the Infrastructure Fund for the air-balancing assessment of Place Riel.

**USCMotion046**: VP Kobes/VP Moellenbeck

Councillor Aman asked how the renovations currently going on in Lower Place Riel would impact air quality?

Ms. Ewen said currently, two of the three tenants are set. These tenants do not have a requirement for CFM.

Councillor Koh-Steadman asked for context regarding the status of the Infrastructure Fund?

GM Cottrell said this cost will not substantially impact the status of the fund at all.

Member Ratt-Misponas asked who would be doing the project?

Ms. Ewen said she would be working with Daniels Wingerak, who was on the mechanical consultant team from the original project, in collaboration with AirTech Management.

Carried

Move to amend the agenda to allow Elder Beaucage to quickly speak to USC.

USCMotion047: VP Kobes/Councillor Bird

Carried

#### **6.2 Elder Beaucage Introduction**

Elder Beaucage stated she is originally from Manitoba. She has been in Saskatchewan over half their life. She is a two-spirit activist, artist, and educator. She noted she is here to share what she has learned from the land and from the Mother. She will be here once a week until April.

#### 6.3 Fee Setting - Infrastructure, StudentCare, USSU, Transit Fees

VP Kobes noted that there are four fees that need to be set at this meeting in order to submit them in time to the University Fee Review Committee. He noted that both the Infrastructure fee and UPass fee are tied to CPI, which is 1.1% this year. The Executive is suggesting a 5% increase for the USSU Student fee, in alignment with the historical increase of previous Councils, to accommodate inflation. Finally, the Executive is suggesting an increase for StudentCare fees that include increased vision care coverage, an increase for individual health practitioner visits from \$20 to \$40, and an increased annual health practitioner visit cap from \$400 to \$500. This would bring the StudentCare fee increase to 4.55%.

Move to approve a 1.1% fee increase to the Infrastructure fee and UPass fee, a 5% increase to the USSU fee, and a 4.55% increase to the StudentCare fee.

**USCMotion048:** VP Kobes/Councillor Munoz-Pimentel

Councillor Aman asked for a the motion to be repeated.

Councillor Koh-Steadman clarified that the USSU fee increase is a standard increase of 5%?

VP Kobes noted that 5% is the standard increase year over year to keep up with rising costs of operation and inflation.

GM Cottrell informed Councillors that the University charges the USSU 1% on the USSU fee. The USSU has to cover the cost to the University of all of the other fees. She noted that the USSU is also on contractual obligation for staff salary increases.

Councillor Halvorson asked if there has ever been any talk of more sustainable ways to run facilities in Place Riel?

GM Cottrell noted that Place Riel is a LEED Silver building.

Ms. Ewen noted that over the last few years, the USSU did a lighting retrofit and window change in the MUB to make up some utility costs.

Councillor Simons asked how much a 5% increase is in monetary value for the USSU fee?

VP Kobes noted that a 5% increase is equal to \$4.58, which would bring the USSU fee to \$96.14 over two terms

Councillor Aman asked for the dollar amount for the StudentCare fee increase?

VP Kobes noted that a 4.55% increase is equal to \$277.18 over two terms.

Councillor Simons asked how the Executive got to 4.55%?

VP Kobes noted that 4.55% is the number given to him by Colten Yamagishi from StudentCare to include the coverage that Council decided on.

Councillor Simons asked what the surplus would look like in regard to StudentCare premiums and fees.

GM Cottrell noted that the increase is actually 9% and they are suggesting taking 4.55% out of the funds on deposit to subsidize fee increases for that year. The USSU is looking at buying out half of the funds on deposit this year.

Councillor Simons estimated that that would be equal to around \$115,000 from the funds on deposit.

Member Ratt-Misponas asked if these fees would be voted on tonight?

Chairperson Phillips confirmed.

Member Ratt-Misponas noted his concern as he had not heard about this increase as a constituent

VP Kobes noted that USC did have a conversation about the fees last week. He noted that the votes have to happen tonight as there is no USC meeting next week.

Member Ratt-Misponas asked why this has to be voted on in January if the Fee Review Committee does not deal with it until September?

VP Kobes noted the timeline is not under USC control.

Member Ratt-Misponas says he believes this needs to be discussed further.

Councillor Albert asked if the USSU took money out of the SunLife funds on deposit previously?

GM Cottrell said that they have not done so in the past. She also noted that the USSU has to submit fees by January 31.

Member Ratt-Misponas added that time needs to be given for Councillors to discuss fee increases with their constituents.

GM Cottrell stated that the USSU is required to do CPI for the calendar year. This takes Statistics Canada time to compute these figures. As a result, the USSU did not get these figures until last week.

Councillor Aman asked, if all four fees are added together, what the total fee increase is?

VP Kobes added the numbers to find a sum of \$19.59.

Councillor Koh-Steadman asked if there is any way that StudentCare could present to Council earlier in the future?

VP Kobes said that StudentCare is one of Canada's largest undergraduate student insurance companies. He does not think that the USSU could bring StudentCare in earlier.

GM Cottrell noted that StudentCare can only provide USSU claims experience for four months already. It is important to have data to make the most informed decisions possible.

Councillor Aman clarified we will be taking funds out of the funds on deposit?

VP Kobes confirmed.

Councillor Aman said he is in favour of this, but if the reserve is being decreased by half, will there be a substantial fee increase in the future?

VP Kobes said no, as essentially, they are moving funds from the SunLife fund to the USSU reserve.

Councillor Munoz-Pimentel asked if there is a way to push the Fee Review deadline later.

VP Kobes noted that the Fee Review Committee only meets three times a year.

Councillor Simons asked how much is in the USSU reserve fund?

GM Cottrell said there is about \$230,000 in that reserve fund.

Councillor Simons asked why the USSU is only taking out half of the funds on deposit right now instead of all?

VP Kobes said that the fee brought to the table today was a cumulative proposal of all of the suggestions from USC last week. He noted that a 2% increase would drain the funds on deposit.

Councillor Bell clarified that the funds on deposit pays for fee for service and that any difference from this number and student fees would be virtually transferred to the USSU reserve?

VP Kobes said the only way to use funds on deposit is via increased StudentCare fees.

Councillor Albert asked why we want to use the deposit on funds now if SunLife is still the best provider?

VP Kobes said that when the full premium of the plan is not used, there is a special arrangement with SunLife where they profit half of the money and the other half goes into the funds on deposit.

GM Cottrell noted that these funds on deposit are specifically linked to the USSU's deal with StudentCare. If a future Council switches providers, the funds on deposit are gone.

VP Moellenbeck said that, in the future, if the USSU does an RFQ, SunLife has a level of credit over us for bargaining in the future unless the funds on deposit are drained.

Councillor Han asked what the approximate year-to-year increase of operating costs is for the USSU?

GM Cottrell said that she has that information in her office.

Councillor Han asked if it approximately equals 5%?

GM Cottrell said she would go to her office to pull the file.

Move to take a 5 minute recess.

**USCMotion049**: VP Kobes/Councillor Aman

Carried

GM Cottrell said that the financials of the USSU do not tell the entire story of the tenant changes and business changes of the USSU over time.

Councillor Han said he is concerned with a 5% USSU fee increase as he does not think it is sustainable. Last year, inflation was 2% and CPI this year is 1.1%. He wondered why the increase is not closer to those numbers?

GM Cottrell said the USSU will net closer to 3%. Salary contract obligations are at 4%. Utilities went up by 12% last year. She noted that the USSU has approximately \$2 million in reserves. The Non-Profit Corporation Act requires the USSU to have a 6-month operating budget in reserve.

Member Ratt-Misponas asked what the consequences would be of tabling this motion to the next meeting of USC?

GM Cottrell said there would be no fee increases because the deadline imposed by the University is January 31 at 4:30. There is no further meeting of the USC until February 7. Contractually, USC is obligated to do this.

Member Ratt-Misponas confirmed that the UPass fee was decided in the UPass agreement with Saskatoon Transit.

Move to amend the original motion by dividing the original motion into four separate motions for each individual fee.

USCMotion050: Councillor Aman/Councillor Munoz-Pimentel Carried as amended

Move to increase the Infrastructure fee by 1.1%.

**USCMotion051**: VP Kobes/Councillor Aman

Carried

Move to increase the Transit fee by 1.1%.

**USCMotion052**: VP Kobes/Councillor Aman

Carried

Move to increase the USSU Student fee by 5%. **USCMotion053**: VP Kobes/VP Moellenbeck

Member Ratt-Misponas asked if there is any way to gain consent from constituents on the increase of this fee before approving this increase?

VP Kobes said that Members of Student Council have the right to table motions. USSU members do not. VP Kobes said that each fee has to be sent in to the Fee Review Committee. He said there is an obligation to maintaining business to approve a USSU fee.

Carried

Move to increase the Health and Dental fee by 4.55%.

USCMotion054: VP Kobes/VP Moellenbeck

Councillor Aman asked why the USSU isn't reducing the fee in order to deplete the funds on deposit quicker?

Councillor Albert said it would be smart to deplete half this year and half next year if there can be an RFQ in 2 years.

Councillor Halvorson asked if the funds on deposit can be used at any year?

GM Cottrell said that if the fund is artificially depleted, students in the future will be confronted with a large premium change.

Councillor Akingbehin asked how long SunLife has been the insurer for the USSU Health and Dental Plan?

GM Cottrell said SunLife has been the insurer since at least 2006. She has never had any complaints about them.

Councillor Halvorson asked if depleting the funds on deposit affects the USSU's relationship with SunLife at all?

GM Cottrell said no.

Councillor Simons asked if next year, this Council is already affecting a plan increase because of the subsidy this year?

VP Kobes corrected himself by saying the cost of the plan is not equal to the premium students are paying. There is a \$10 difference. This difference is the money that can be made up without increasing the StudentCare fee at all.

Councillor Albert asked if the USSU renews a contract with SunLife in 2021, does the credit carry over?

GM Cottrell clarified that we have a contract with StudentCare, not SunLife. StudentCare is the broker. GM Cottrell said not necessarily, but the University of Saskatchewan is the only University with this profit-sharing deal in all of Canada. She is unsure as to whether SunLife would be willing to re-sign a deal like this.

Councillor Akingbehin said he doesn't think they should deplete the funds on reserve.

VP Kobes noted that if USC does not increase coverage, the funds on deposit cannot be touched.

GM Cottrell reminded Councillors there are two reserve funds: funds on deposit with SunLife and the USSU reserve fund.

Councillor Simons clarified that to use the rest of the funds on deposit next year, Council has to increase coverage?

GM Cottrell said it is dependent on the claims experience next year. If it is lower, the premium could go down.

Councillor Simons said that this years plan is contingent on something out of this year's Council's control.

Councillor Aman is concerned that a fee increase of 5% is too high when there is already wiggle room. He suggested increasing the fee by 2% or changing the amount of coverage for this year.

Councillor Albert asked if Council had to decide what kind of coverage they are choosing?

VP Kobes said they are only deciding the fee tonight.

Move to amend the original motion by replacing "4.55%" with "2%".

**USCMotion055**: Councillor Aman/VP Moellenbeck

Councillor Koh-Steadman clarified that with this amendment, there would be no depletion of reserve?

VP Kobes confirmed this. He said that tonight, Councillors do not need to decide what the fee increase would cover.

Councillor Simons asked if Councillors need to decide how much is taken out of funds on deposit tonight?

VP Kobes said no, they do not.

**Defeated as amended** 

Councillor Simons asked for clarification on the previous vote?

Chairperson Phillips said that originally a motion was brought forward to increase the fee by 4.55%. Councillor Aman amended the motion to replace "4.55%" with "2%". The past vote was on the amendment. Now, Council will vote on accepting a 4.55% increase to the fee

Carried

#### 7. Other Business

#### 7.1 Transit Update

VP Kobes noted that those involved in the pilot project have received their new student cards and bus passes.

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

Councillor Koh-Steadman asked if Councillors could be notified about Elder Beaucage's sessions on campus?

President Baldhead said they did the best they could with promotion, advertising on the USSU website and Facebook page. He said the next session is on January 30 from 1-4 pm. The topic is Indigenous land.

Member Ratt-Misponas asked if USSU staff could be mandated to take cultural sensitivity training with Elder Beaucage?

GM Cottrell said that, in the Spring, USSU staff underwent Verbal Judo training, training from OutSaskatoon, Verbal Judo training, and training with Candace Wasacase-Lafferty. She noted that she is unable to close the USSU for all sessions with the Elder. She said that, if we can spare staff, she will allow staff members to go to these sessions as requested.

Member Ratt-Misponas said he would recommend that staff members and Executive members take part in these sessions.

Councillor Bird announced that the next Elder Sessions is January 30, Decolonizing 101. She recommended putting more posters in Gordon Oakes.

Councillor Munoz-Pimentel asked if it would be beneficial for Council to have a session with the Elder?

President Baldhead suggested doing this at a Council Social.

Councillor Bell asked if there is any written information from the Elder presentations or if there is the potential for live-stream recordings for those who cannot attend?

President Baldhead said he would have to ask Elder Beaucage as to what information can be videotaped. He noted there are some cleansing ceremonies that could not be recorded. However, he thinks some informational sessions should be recorded.

Member Ratt-Misponas pointed out that his recommendation could be made as a motion.

Councillor Bird asked what time the Elder session ended?

President Baldhead said the session ended at 4 pm.

Move to, with approval of Elder Beaucage, record and post the Elder teachings. **USCMotion056**: Councillor Bird/Councillor Koh-Steadman

Councillor Akingbehin asked what time the Elder teaching started?

President Baldhead said 1pm.

Councillor Munoz-Pimentel asked, if the Elder is uncomfortable with recording, if the teachings could be transcribed?

President Baldhead noted that it is important to recognize non-colonial perspectives being brought into this institution, and that if Elder Beaucage is not willing to be recorded, she most likely will not want to be transcribed.

Move to table the motion until a discussion is had with Elder Beaucage.

**USCMotion057**: Councillor Bird/Councillor Bell

Carried Tabled

VP Wu announced that there will be an American Sign Language Workshop on February 8 at 3 pm.

VP Moellenbeck announced that January 31 there will be no USC meeting. Instead, the Undergraduate Project Symposium will be taking place. From 1:30-3:30, projects will be on display in the North Concourse and mini-conference presentations will be occuring in the Roy Romanow Room. There will be an Awards Ceremony in Louis' Loft from 4-6 pm.

Move to require students and USSU staff to take cultural sensitivity training with Elder Beaucage.

**USCMotion058**: President Baldhead/No Seconder

VP Kobes rose on a Point of Order. He stated that staff training is determined by Human Resources Policy, and is not under the jurisdiction of University Student Council. Therefore, he believes President Baldhead's motion is out of order.

Chairperson Phillips acknowledged the point of order and struck down President Baldhead's motion.

President Baldhead asked for clarification.

VP Kobes said that as a non-profit corporation, USC cannot dictate policy of that nature as it is a human resources issue.

GM Cottrell said she does not have a legal right to mandate staff to go to this training. A majority of USSU staff is students. She noted that even if she had the capacity to mandate this training, she would have to ensure all staff is paid to attend this training which is a large budget item. Scheduling would also be difficult considering the student status of many employees. She is unsure if mandating this training is legal according to labour laws.

VP Moellenbeck suggested having the Elder speak at a USSU monthly administration team meeting.

Chairperson Phillips informed Council that this part of the conversation should be taken offline as it is not under the jurisdiction of USC.

Councillor Koh-Steadman suggested President Baldhead prepare something for Business for the next USC meeting.

President Baldhead said he would be willing to do this.

VP Kobes announced that CUPE 1975 and the University of Saskatchewan have ended mediation. From now, a 48 hour notice of job action can be given from CUPE to go on strike.

Councillor Bell asked what staff this encompasses?

VP Kobes said it encompasses most janitorial, administration, food services employees on campus.

Councillor Aman asked if Marquis staff and Protective Services would still be required to work?

VP Kobes said this decision is between the University and CUPE as to what constitutes essential services.

Councillor Akingbehin asked if there is any confidential information regarding student fees that shouldn't be mentioned to constituents?

VP Kobes said not unless a piece of information is flagged as confidential to Council.

# 9. Adjournment

# Executive Meeting Minutes for January 28, 2019

Present: VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell, Kylie Phillips

Absent: President Baldhead

#### 1. Call to order

The meeting was called to order at 9:23 am. VP Moellenbeck chaired the meeting in the absence of President Baldhead.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Baldhead:**

Meetings/Events:

N/A

Initiatives:

N/A

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

Filipino Students' Association

Confucius Institute

Louis'

Sustainability Committee

**BFC** 

Executive

Working group on student life with City of Saskatoon

Facilities Management Student Group

Volunteer CRA Training

Initatives:

**Liability Training** 

Event Plans in Progress:

None

#### **VP Moellenbeck:**

Meetings/Events:

1 new student grievance

Student Forum Executive committee meeting

Peer Advocacy program meeting

Dinner with USSU Elder

Face to Face in Education

Initiatives:

None

Event Plans in Progress:

Undergraduate Project Symposium

#### VP Wu:

Meetings/Events:

Executive

**BFC** 

Councillor Akin

Miscellaneous student concerns

Sustainability Committee

Student Forum Executive committee meeting

Face to Face in Education

Dinner with USSU Elder

USC

**ISA** 

Initiatives:

Emailed invitations to WIL panelists

Contacted potential sponsor for WIL

ISA doodle poll

Event Plans in Progress:

ASL Workshop

Women in Leadership

#### 4. Business

#### 4.1 StudentCare Coverage

VP Wu said she received an email from Councillor Han about a student who mentioned wanting to increase coverage of prescription drugs in the StudentCare package from 80% to 100%. GM Cottrell noted that to do this would raise the fee substantially. The Executive agreed that this request is unrealistic.

#### 4.2 Radio Show Policy

VP Kobes adjusted the Radio Show Policy. He changed the language to note that the show is no longer mandatory. VP Moellenbeck noted he is concerned with the new policy as CFCR schedules their shows before the new Executive is elected. He asked why there is a policy, as it will always be too late to schedule the show if the new Executive does opt to do it? VP Kobes noted he changed the policy in order for the potential for future Executive to do the show if they wish.

#### 4.3 One Day for Students

Last year, VP Lau was able to get a cup of Road Coffee with a financial donation per student for One Day for Students. This was because VP Lau knew the owner. GM Cottrell asked when One Day is this year? VP Wu said March 6. GM Cottrell advised that VP Wu check to see if it is CUPE staff that is involved in the One Day project in preparation for potential job action. VP Wu doesn't have an opinion either way on whether or not to get Road Coffee this year. VP Kobes suggested using Louis' coffee, instead. GM Cottrell noted that would have to come out of the Executive Projects line. VP Moellenbeck said that, in regard for One Day for Students, it would be disgusting for the University to look for money for a fund that is difficult to access when CUPE staff will potentially be striking and negatively affecting students experiences. VP Moellenbeck suggested setting up a meeting with Alumni Relations. He said that if they can show the Executive how the fund has helped students directly in the last year, then he would consider it. But from what he can see, the fund looks rather static.

#### **4.4 CUPE**

GM Cottrell noted that Jason Ventnor has created a statement for release regarding the CUPE strike.

#### 4.5 Face to Face

VP Moellenbeck noted that the Executive is done Face to Face for the year. VP Kobes said he thinks students really enjoy being able to see the Executive all around campus. He said that if it is continued in the future, they should continue getting Tim Hortons for the events. VP Moellenbeck thought that there would be more turnout, but that even if there isn't a big turnout, it's important to hold the events nonetheless. VP Wu said it would be important to refresh supplies and posters every week. VP Moellenbeck said it would be a good idea to get the specific Councillors to attend in their own colleges.

#### 4.6 UPS

VP Moellenbeck noted that he wanted to have an Elder open up the Undergraduate Project Symposium. He asked if it would be appropriate to ask Elder Marjorie Beaucage. GM Cottrell said that it would be appropriate.

#### 4.7 AgBizz Club

The AgBizz club applied for \$500 in Executive Sponsorship for cookies and a movie screening that they are holding in North Concourse.

Move to approve \$500 in Executive Sponsorship.

EXECMotion059: Kobes/Wu Carried

### 5. Adjournment

The meeting was adjourned at 9:50.

# Executive Meeting Minutes for February 4, 2019

Present: VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

Absent: President Baldhead

#### 1. Call to order

The meeting was called to order at 9:02.

#### 2. Quorum

Quorum was present. VP Moellenbeck chaired the meeting in the absence of President Baldhead.

#### 3. Roundtables:

#### **President Baldhead:**

Meetings/Events:

N/A

Initiatives:

N/A

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

Career Centre Tables with Dawne Warner

Indigenous Law Students' Association

**Governance Training** 

Saskatoon Transit

Planning & Priorities

International Students' Association

**BFC** 

Admin Team

Bus Riders of Saskatoon

Faith Leaders

Organizational Expectation

Faith Ratification

Alcohol and Harm Reduction Symposium

Undergraduate Project Symposium

Initatives:

None

**Event Plans in Progress** 

None

#### **VP Moellenbeck:**

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Meetings/Events:
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Undergraduate Project Symposium planning

Undergraduate Project Symposium judging packages

Undergraduate Project Symposium

Undergraduate Project Symposium reception

**AVPR Interview** 

**AVPR Dinner** 

**TLARC** 

**APC** 

#### Initiatives:

**UPS** planning

Event Plans in Progress:

**UPS** 

#### VP Wu:

Meetings/Events:

Executive

**BFC** 

Sarah Cassidy - WIL

Admin Team

Bell Let's Talk day

Undergraduate Project Symposium

Celeste - ISSAC

Student meeting

#### Initiatives:

Got plants from EBSA

Interview with Jessica (Alumni)

Solar Power conversation

Submitted comms forms

WIL proposal

Event Plans in Progress:

WIL planning

American Sign Language Workshop

#### 4. Business

#### 4.1 Women in Leadership Proposal

VP Wu noted that the theme for the Women in Leadership event this year is work/life balance and what it means to be a woman in leadership today. VP Moellenbeck would like for it to be

put into the budget. VP Kobes noted he approves of this notion. The Executive think it is important to encourage women to take leadership positions.

VP Wu talked to Matt from Louis' Loft and got a 20% discount on hor d'oeuvres. VP Wu noted that the food is costed at \$450 for 60 people. VP WU said there will be 4 panelists. VP Moellenbeck suggested Tenille Lee Campbell as a panelist if VP Wu needs a replacement. Following the panel, there will be an SECC workshop. VP Moellenbeck suggested VP Wu budget some money for door prizes rather than just by donation.

Move to spend \$1000 from Executive Projects to fund Women in Leadership.

EXECMotion060: VP Wu/VP Kobes Carried

## **4.2 AOCP**

VP Kobes said AOCP is having a meeting at 5:30 on Wednesday. VP Kobes needs to order food. VP Kobes will be ordering from Extreme Pita. VP Moellenbeck said on the agenda is Executive updates, promotion of USSU elections, Ontario Students' Unions, and a discussion on updates from the AOCP reps.

#### 4.3 Solar Panels

VP Wu, GM Cottrell, and Stefanie Ewen met with a Sustainability Engineer from the University and Farm the Sun to discuss the possibility of solar panels on the roof of the MUB and on the MUB deck. Farm the Sun have asked for the opportunity to present to USC. This item has costs associated with it but will save significantly on utility costs over time.

#### 5. Adjournment

The meeting was adjourned at 9:31.

#### **Executive Project Proposal**

#### I. Project #8

Project Name: Women in Leadership (Themes: Work/Life Balance; What does it mean to be a woman in leadership today?)

Proposed by: Rose Wu

#### II. Analysis

Background Information and Need: An event on International Women's Day that brings together students from multidisciplinaires to celebrate women in leadership on and off campus while encouraging students to engage in leadership activities.

History: Third annual event hosted by the USSU VP Student Affairs. Previous events have received good feedback and are well-attended.

#### III. Target Group and Characteristics

Primary Target: Undergrad students who are interested in networking skills and to hear women in leadership from the community.

Secondary Target (s): All students, staff, and faculty.

#### IV. Key Considerations

Detailed Budget:

**Appetizers** - priced for 60 people (4 pieces each) at 20% discount - \$450 (tax and gratuity included) - **\$600** max if attendance is higher

Advertisement - \$30

Miscellaneous (name tags, etc.) - \$20

**Decorations** (table cloths, chocolate, balloons, etc.) - \$50

Gifts for panelists - free (provided by Alumni)

Headshots - free (provided by Alumni)

Door prizes - free (securing from local businesses and departments)

Budget Line: 170-5490-00

Total Budget: \$700 → amended to \$1000

Organizational Requirements:

Louis:

-table set up (table cloth, chocolate for decoration, water jug and glasses)

- -decorations?
- -TV and laptop required for SECC
- -order food

#### Timeline:

- -Louis' Loft booked
- -invitations sent to panelists
  - 1. Submit comm form
  - 2. FB event
  - 3. Make questions
  - 4. Order food
  - 5. Set up eventbrite
  - 6. Invite related student clubs and groups
  - 7. Buy decorations and name tag

#### Event schedule:

3:30 Set up

- 3:45 Doors open, enter for door prizes, appetizers available in the back (drinks not included) .
- 4:15 5:15 Panel of four women in leadership
- 5:15 5:30 Question time from the audience
- 5:30 5:45 Short break + SECC set up
- 5:45 6:40 SECC workshop (networking and Linkedin)
- 6:40 7:30 Draw door prizes + Networking time + Free headshot for participants (provided by Alumni)
- 7:30 8:00 Close and clean up

#### Panelists:

- -Brittany Melnyk (confirmed) (Computer science)
- -Brea Lowenberger (confirmed) (Social justice/law)
- -Katelyn Duncan\* (Government/environment)
- -Devon Fiddler (Entrepreneurship)

#### Supplies:

- -door prize entrance box, paper and pen
- -name tags

# Door prizes

- info@dutchgrowers.com
- Tonic
- Hazelwood
- Alumni

# Budget and Finance Committee Meeting Jan 29th 2019

- 1. Call to Order
- 2. Attendance
  - a. VP Kobes, VP Wu, President Baldhead, GM Cottrell, MSC Bell, MSC Patel, SAL Reaser, MSC Aman
  - b. Regrets: MSC Koh-Steadman
- 3. Approval of Agenda
  - a. MSC Bell, MSC Aman
- 4. Presentations
  - a. Arab Student Association
    - i. Not required
  - b. Momentum
    - i. To subsidize students' tickets
  - c. Catholic Christian Outreach
    - i. To subsidize the food cost
- 5. Report of VP
  - a. Funding Requests Approved
    - i. Smash Bros
      - 1. \$30.00 in XL Credit
    - ii. Health Studies
      - 1. \$30.00 in Cash
    - iii. Math and Stats
      - 1. \$60.00 in Cash
    - iv. Arts and Science Students
      - 1. Approved via email \$250.00 in Cash
    - v. U of S CI Club
      - 1. Approved via email \$500 Cash and \$100 Pepsi
    - vi. USask Vegans
      - 1. Approved \$65.00 for XL funding.
  - b. Insurance Sales
    - i. One pending
  - c. Ratifications
    - i. 5 Days for the Homeless Student Group
    - ii. University of Saskatchewan Mystery Club
  - d. Meetings
    - i. U of S CI Club
    - ii. Bus Riders of Saskatoon
    - iii. Law Students Associations

- iv. Councillor Akingbelin
- v. Saskatoon Transit
- vi. Louis
- e. Events
  - i. Face to Face
- 6. New Business
  - a.
- 7. Regular Business
  - a. Funding Requests
    - i. Momentum \$500 Cash, \$100 XL, \$100 Pepsi
      - 1. Moved MSC Aman, Seconded SAL Reaser, Carried.
    - ii. Power to Change \$600 cash \$100 XL
      - 1. Moved MSC Aman \$500 cash \$100 XL, Seconded SAL Patel, Carried.
    - iii. WEAMS \$250 Cash
      - 1. Moved MSC Aman, Seconded MSC Bell, Carried.
    - iv. Catholic Christian Outreach \$1000 Louis
      - 1. Moved MSC Aman, Seconded MSC Bell, Carried.
    - v. Arab Students' Association \$150 Cash, \$150 XL
      - 1. Moved VP Wu, Seconded MSC Aman, Carried.
    - vi. AgBis \$900 XL
      - 1. Moved MSC Aman \$427.35 XL, \$472.65 Cash, Seconded SAL Reaser, Carried.
    - vii. Ore \$200 Pepsi
      - 1. Denied. Pubcrawl
    - viii. Health Studies Student Society \$125 Cash
      - 1. Moved MSC Bell, Seconded MSC Aman, Carried.
    - ix. Global Vets \$500 Louis
      - 1. Moved MSC Aman, Seconded VP Wu, Carried.
- 8. Questions, Comments, Announcements
  - a. Accountabilities Update
- 9. Adjournment\* 5:15 pm

# University of Saskatchewan Students' Union International Student Affairs Committee Meeting

# November 26th, 2018 Roy Romanow Council Chambers 1:00 - 2:00 pm

- 1. Attendance
  - a. VP Wu, Councillor Akingbelin, SAL Gayibkhanova, SAL Kens, SAL Monyo
- 2. Introductions
- 3. Overview of Bylaw
  - a. See below for the specific section
- 4. VP's report on the summer and events
  - a. International student welcome
  - b. Speed friending
  - c. Face to Face in ISSAC
  - d. Pumpkin carving with ISSAC
  - e. Holiday card making with ISSAC (informed Language Centre)
  - f. Monthly clothing swap and farmers market with Office of Sustainability
  - g. ASL workshop
  - h. Rink event
  - i. TedX Mariella
  - j. Global village (mid March)
  - k. International day of elimination of racial discrimination (March 23)
  - I. University Council International Activities Committee
- 5. Plans for the year
  - a. TedX/Usask Talk
  - b. Recognition of national dates in each culture submitted by ratified student groups
  - c. Cultural cooking event
  - d. What happens when International student become a PR
- 6. Doodle poll for next meeting
  - a. Will be sent out next term
- 7. Questions, Comments, Announcements
- 8. Adjournment
- "1) The International Student Affairs Committee is composed of:
  - (a) the Vice-President Student Affairs;
  - (b) the President as vice-chair;
  - (c) the International Student members of University Students' Council; and (d) four self-declared International students-at-large appointed by the Appointments Committee.
  - (e) the Communications and Marketing Manager, or designate, as a non-voting member.

- (2) 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:
  - (a) improving communication and/or relations between International members, the International Students', and the Union;
  - (b) advising the Union on measures to promote, support, and/or celebrate the success of International Students
  - (c) advising the Union on measures, initiatives, and/or opportunities that would help to strengthen relationships between the Union, including its departments and operations, International Students, and the broader International community
  - (d) developing, organizing, and/or running campaigns dedicated to issues relating to International Student issues
  - (e) helping the International Students' Council and/or the broader International community to develop, organize, and/or run USSU Bylaw 14 campaigns dedicated to issues relating to International student issues.
  - (f) meeting at minimum of twice per term
  - (g) The International Student Affairs Committee shall analyze nonacademic, non-governmental issues that the Council deems to be important to members and make recommendations to Council with regard to these affairs when appropriate." -USSU Bylaw

https://ussu.ca/wp-content/uploads/2018/04/USSU\_Bylaw\_20180125.pdf

# University of Saskatchewan Students' Union International Student Affairs Committee Meeting

# January 25th, 2019 Roy Romanow Council Chambers 2:30 - 3:30 pm

#### 1. Attendance

- a. VP Wu, President Baldhead, Jason V, Councillor Akin, SAL Kens, SAL Virani, VP Kobes
- 2. Re-introductions
- 3. VP report
  - a. Holiday Card Making Nov. 29
  - b. Speed Friending Jan. 10
  - c. Carbonless Concert Jan. 10
  - d. ASL workshop Feb. 8
  - e. WIL March 8
  - f. Global Village March 14
  - g. Rink Night late March
- 4. Councillor Akin's proposal
  - a. Establish the International Students' Association
  - b. Serve the International students and to maximize USSU services
  - c. A bridge to link international students and the USSU/university
  - d. Connect and influence the USSU and other administrative bodies (ie, ISSAC)
  - e. International student rep is also part of this body
  - f. Better communication of events between the bodies
  - g. Serve as homebase for students who don't have a cultural student group
  - h. President, VP, Treasurer, Secretary
- 5. Ideas for International Anti-Racism Day March 21
  - a. March
  - Poster displays of historical figures who found racism to be put around campus 10-15
  - c. Flash mob
  - d. Comment box, give away pins
  - e. Film
  - f. Talk show/panel
- 6. Questions, Comments, Announcements
- 7. Adjournment 3:20pm

# University of Saskatchewan Students' Union Sustainability Committee

October 12, 2018 Roy Romanow Council Chambers Time: 9:30 - 10:30 am

- 1 Introductions
- 2. Present
  - a. VP Wu, SAL Foley, SAL Boulton, SAL Leach, MSC Reaser, MSC Dierker, Matt Wolsfeld, Stef Ewen.
- 3. Review of Sustainability Policy
- 4. VP's report on the summer operations of the SC and events
  - a. River Cleanup
  - b DIY Sheaf coasters
  - c. Farmer's Market and Clothing Swap is now monthly
- 5. Funding Requests
  - a. Marketing Student Society requested \$300 for the MSS De-Stresser event to purchase snacks and prizes. MSC Reaser moved to fund \$200 for prizes on the condition of sustainable sourced or sustainability related, seconded by MSC Dierker, carried.
  - b. VP Wu moved to fund Marketing Student Society an additional \$100. Seconded by VP Kobes, carried.
- 6. Recap on Sustainability Week
- 7. Comments and Questions
  - a. SAL Boulton suggested extending the time for room booking in Term 2. VP Wu made a note to check with Barb.
  - b. Stef suggested doing a contest in both terms to promote the Fund to students by giving gift cards from local businesses per term to the contest winner.
  - c. Matt suggested a \$100 gift card from local businesses.
  - d. SAL Boulton suggested having set sustainable prizes for groups to use.
  - e. SAL Leach asked if there are resources the committee can provide for student groups to be more sustainable, Matt said there are resources from last year that he can bring for the next meeting.
  - f. MSC Reaser asked if a policy can be implemented for biodegradable products for lower Place Riel tenants. Stef answered that the tenants are limited to what they can do, because they are mostly franchised, and are non USSU and non U of S members.

- g. Matt explained that in the past three years the committee has been focused on funding, however the committee could do focus more on recommendations and policies for USSU.
- h. SAL Boulton asked if the committee can host events. Stef said a roundtable was done two years ago for student groups. The committee agreed to brainstorm ideas for the year.
- i. SAL Leach brought up her concern of Ag Cafe using styrofoam takeout containers. Matt said the Office of Sustainability will look into doing a campaign on campus.

# 8. Adjournment

# University of Saskatchewan Students' Union Sustainability Committee Meeting

# October 26th, 2018 Roy Romanow Council Chambers 9:30-10:30 am

- 1. Attendance
  - a. VP Wu, VP Kobes, MSC Reaser, SAL Klassen, SAL Foley, SAL Leach, Stef Ewen, Matt Wolsfeld
  - b. Regrets: MSC Dierker
- 2. Call to Order
- 3. Brainstorm events to host as a committee
  - a. Sarah Together 2018, webinar. Nov. 6th Tuesday

#### http://together2018.ca/schedule/

- i. Business case 9am
- ii. People behind the product 10am
- iii. Indigenous learning 2:30pm
- iv. Reimagining collaboration 4pm Sarah
- b. Gillian basic changes to zero waste, intro workshop
  - i. Meg (from Office of Sustainability) is open to hosting the workshop
- c. Lauren collaborate with different colleges professional development
  - i. Education how to be sustainable in the classroom
- d. Gillian know Eng. prof who would be willing to do a lecture
  - Already incorporated into classes and grading
- e. Matt could propose the idea and see if there's any interest → stress student guide event
- f. Brent old appliances in student lounges
  - i. Matt suggested the revolving fund
  - ii. Gillian add recognition to the fridge of Office of Sustainability and USSU.
- 4. Sustainable packages from Matt
  - a. Was sent out last year on plasma
  - b. Stef Brent can sent out this package to all the groups
  - c. Link directly to the Office of Sustainability website
- 5. Funding Requests
  - a. N/A
- 6. Other Business
- 7. Adjournment

# University of Saskatchewan Students' Union Sustainability Committee Meeting

# November 23rd, 2018 Roy Romanow Council Chambers 9:30-10:30 am

#### 1. Attendance

- a. VP Wu, VP Kobes, Councillor Klassen, Councillor Dierker, SAL Boulton, SAL Foley, Matt Wolsfeld
- b. Regrets: SAL Leach, Stef Ewen
- 2. Call to Order
- 3. Unfinished Business
  - a. Old appliances in student lounges update
    - i. Office of Sustainability's Revolving Fund can help pay the difference between an energy efficient appliance.
    - ii. Have to look into where the fridge came from from each lounge (ie, college, donation, purchased by student group)
  - b. Next event/contest idea
    - i. Stress-free guide event
    - ii. Trade show/Fair event in late Feb./early March
- 4. New Business
  - a. Waste audit
    - i. Collecting data to get a bigger scope of waste on campus
    - ii. Hoping to move to centralized collection on campus
    - iii. 7-8 buildings for a week in early Jan. (7th-11th)
    - iv. Can offer CCR
    - v. Sign up sheet will be distributed in Dec.
- 5. Report
  - a. Together 2018
- 6. Questions, Comments, Announcements
  - a. SAL Foley proposed partnering with Womens' Centre to subsidize/cost sharing menstrual cup/other eco-friendly options
    - i. Matt proposed doing a short pilot project
- 7. Date for next meeting
  - a. Doodle poll for next term
- 8. Adjournment

# University of Saskatchewan Students' Union Sustainability Committee Meeting

Jan. 21, 2019 Roy Romanow Council Chambers 2:30 - 4:00 p.m.

#### 1. Attendance

- a. VP Wu, VP Kobes, Councillor Klassen, Councillor Reaser, SAL Foley, Stef
- b. Regrets: Gillian, Meaghan, Sydney, Matt
- 2. Call to Order
- 3. Report on Carbonless Concert
- 4. Funding Requests
  - a. STMSU + SESS
    - VP Kobes approved pending on Gift's approval. Seconded by Councillor Klassen
    - ii. Check if Rainworks is legal in Saskatoon
    - iii. Email Kagen to reach out to Gift again
  - b. ME Capstone
    - VP Kobes move to fund the \$500 payable upon receipt, seconded by Councillor Reaser.
    - ii. Approved
  - c. Spectrum
    - i. Motioned by SAL Boulton, Seconded by SAL Foley. SAL Reaser.
    - ii. Approved
  - d. EBSS
    - i. Needs college approval
    - ii. Provide evidence that TV is greener than paper poster
    - iii. How many posters were used before
    - iv. What content is going to be shown/purpose of the TV
    - v. Sent meeting request
- 5. Old Business
  - a. Brent Retrofit Project
    - i. SAL Foley suggested to donate to Habitat for Humanity, Village Green
    - ii. Moved by VP Kobes, seconded by Councillor Reaser, approved.
  - b. Trade show (March 12 booked in North Concourse)
    - i. Lauren has placement on Tuesdays
    - ii. Art-cycled / Art installation display
    - iii. Blackout poetry, recycle old books
  - c. Mini Sustainability Week from March 11-15?
- 6. Questions, Comments, Announcements
  - a. Next Farmers Market + Clothing Swap Feb. 15, Mar. 15, April 5
  - b. SAL Foley menstrual product project
- 7. Other Business
- 8. Adjournment
  - a. 3:30pm

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29	Jan 3	Jan 10	Jan 17	Jan 24
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	P	P	R	P	Р	Р	P	Р	P
Albert, Mike	Р	Р	Р	R	Р	Р	Α	Р	Р	Р	Р	Р	Р
Aman, Mike	Р	Р	Р	Р	R	Р	Р	R	Р	R	Р	Р	Р
Andraos, John	Р	Р	R	R	R	Р	Р	RESIGNED					
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	Р	Р
Bell, Jamie	NYA	NYA	NYA	NYA	R	Р	Р	Р	Р	Р	Р	Р	Р
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	Р	Р
Dear, Seth	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	R	R	R
Dierker, Meaghan	Р	Р	Р	Р	Р	Р	Р	Р	R	Р	Р	R	Р
Flynn, Amy	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	Р	Р	Р
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	P	Р	P	Р	R	R	Р
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р	Р	R	Р	Р	Р	Р	Р
Han, Yifan	Р	Р	Р	P	Р	Р	P	Р	Р	Р	Р	Р	Р
Keller, Ryne	NYA	NYA	NYA	NYA	Р	Р	R	Р	R	R	Р	R	R
Klassen, Lauren	Р	Р	Р	P	Р	R	Р	Р	Р	Р	Р	Р	Р
Kobes, Brent	Р	Р	Р	P	Р	Р	P	Р	P	Р	Р	P	Р
Koh-Steadman, Noah	R	Р	Р	P	R	Р	R	Α	Р	R	Р	P	Р
Liu, Serena	NYA	NYA	NYA	NYA	Р	Р	P	Р	R	Р	Р	R	R
Moellenbeck, Sheldon	Р	Р	Р	P	Р	Р	P	Р	Р	Р	Р	Р	Р
Munoz Pimentel, Carlos	Р	Р	Р	Р	Р	Р	P	Р	Р	Р	Р	Р	Р
Reaser, Jacob	Р	Р	Р	Р	R	Р	P	Р	R	Р	Р	Р	Р
Rosas, Erick	Р	R	Р	R	Р	R	RESIGNED						
Simons, Gabe	Р	Р	Р	R	Р	Р	Р	Р	Р	Р	Р	Р	Р
Thomson, Emma	Р	Р	Р	Р	Р	Р	P	Р	R	Р	Р	R	Р
Wu, Rose	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	R	Р	Р
P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting													

# University Students' Council Agenda February 14, 2019 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 Peter Stoicheff, President of the University of Saskatchewan
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes February 7, 2019
  - 4.2 Executive Committee February 11, 2019
  - 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 February 5, 2019
  - 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 February 4, 2019
  - 4.13 Association of Constituency President Minutes and Report
- 5. Motions Arising from the Minutes and Reports
- 6. Business
  - 6.1 Election of Councillors to Cultural Awareness and Diversity Ad-Hoc Committee
- 7. Other Business
  - 7.1 URSU Tuition Freeze
- 8. Questions, Comments, and Announcements
- 9. Adjournment

# University Students' Council Minutes for Thursday, February 7, 2019

#### **Present**

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM Noah Koh-Steadman, Engineering Akinwande Akingbehin, International Students Jamie Bell, Edwards School of Business Kaitlin Bird, Indigenous Students Jonathan Halvorson, Arts & Science Ryne Keller, Agriculture & Bioresources Serena Liu, Dentistry Lauren Klassen, Education

#### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

#### Regrets

Seth Dear, Nursing Lauren Fraess, Nursing

#### Absent

#### Guests

Jordan Hartshorn, ISSAC Manaf Bargash, WUSC Tabitha Kiir, WUSC Eliza Mae Acode, WUSC The meeting was called to order at 6:00 p.m.

## 1. Adoption of the Agenda

Chairperson Phillips 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.

Move to adopt the amended agenda.

USCMotion059: Councillor Munoz-Pimentel/Councillor Koh-Steadman Carried

#### 2. Introductions

VP Wu introduced Jordan Hartshorn from the International Student and Study Abroad Centre. She also introduced Eliza, Manaf and Tabitha from WUSC.

#### 3. Council Addresses

#### 3.1 Jordan Hartshorn, ISSAC

Mr. Hartshorn noted he is presenting on internationalization at the University of Saskatchewan and what it means to be an international student at this University, Mr. Hartshorn referenced Jim Lee, Executive Director of International Affairs at the University of Saskatchewan. Mr. Lee was unable to attend. Jordan noted that Mr. Lee's job is to lead international initiatives at the University. Mr. Hartshorn said that internationalization is the intentional process of integrating an international dimension into the purpose, function, and delivery of education in order to enhance the educational experience for staff, students, and faculty. Over the last few years, the University has developed a plan called the International Blueprint 2025. This has four key pillars: internationalizing learning experiences, diversifying the university community, strengthening global impact through discovery, and global citizenship. Mr. Hartshorn said international students are any degree-seeking inbound or exchange students. They pay an international student differential fee. Most have a study permit. There are 3,000 international students at the University of Saskatchewan, half of whom are undergraduates. Over 100 countries worldwide are represented among international students at the University of Saskatchewan. Mr. Hartshorn noted, that on an experiential level, international students' experiences can, and do, vary. He said that ISSAC is structured as the support division for international students. ISSAC also sends students abroad, partners on internationalization efforts, and provides resources for international staff, students, and faculty. ISSAC provides an orientation process for international students to help with their arrival to Canada. This includes a "Free First Night" service and an International Students Welcome event. ISSAC also has a drop-in advising service. ISSAC arranges for student travel awards for those going abroad for academic purposes. ISSAC also runs intercultural programming, such as the Global Connections Network. At the end of the year, Global Village is held to celebrate this programming. ISSAC also hosts an event with the Aboriginal Students' Centre called Building Bridges.

Councillor Akingbehin asked if there could be an option to self-declare as an international student?

Mr. Hartshorn said the designation as an international student is relative to fee assessments. However, he acknowledged the definition of international student is very narrow

VP Moellenbeck asked Mr. Hartshorn to go over any volunteer opportunities with ISSAC?

Mr. Hartshorn invited Councillors to hang out in the ISSAC lounge to mingle with international students. Most volunteers are needed for arrival programming at the beginning of the school year. He recommended to, when engaging with international students, have patience.

Councillor Akingbehin asked what roles Global Connections has?

Mr. Hartshorn said Global Connections was formed by the students for the students to promote intercultural collaboration. Throughout the year, there are independent collaborations between groups.

#### 3.2 Eliza Mae Acode, WUSC

Ms. Acode noted that last time WUSC was at USC, Council supported a raise in the student levy for WUSC by \$1 per term. The levy is used for the Student Refugee Program (SRP). Ms. Acode welcomed Manaf Bargash who is a participant in the Student Refugee Program.

Mr. Bargash said he came to Canada from Jordan, and before, lived in Syria. He finished two years at Damascus University but had to leave for Jordan. He heard that he could continue his studies in Canada. He came to Canada in August 2018. He said around 800 people applied in total for the sponsorship and only 22 eventually came from Jordan.

Ms. Acode said with the levy increase, SRP participants now live in College Quarter instead of Seager Wheeler. Monthly stipends were increased to \$600.00 per participant. Ms. Acode noted that WUSC has been on the University campus since the 1950s and SRP since 1978. She noted that WUSC is a volunteer-led organization on campus. WUSC has been gaining international recognition. Ms. Acode noted that this year, WUSC at the University of Saskatchewan won an award for being the best local committee of WUSC. Ms. Acode noted that the Shine A Light Gala is coming up soon to help raise awareness of WUSC in hopes of getting more female applicants to the SRP. She also noted that this week is International Development Week.

Councillor Akingbehin how SRP participants are selected?

Ms. Acode said that WUSC has a headquarters in Ottawa. There, they facilitate the refugee camp connections. They work with five major refugee camps in Jordan, Kenya, Malawi, Lebanon, and Sudan. In these camps, word is spread about sponsorship. Applications are given to WUSC Ottawa, where immigration documents and university requirements are collected. This information is sent to local committees. The local committees bring the information to the admissions department to determine their admissibility.

Councillor Akingbehin asked if it is better to bring in more applicants and have lower quality sponsorship or to have fewer applicants and have better sponsorship?

Ms. Acode said it is fair and sustainable to have four students per one year because it gives them the opportunity to take on adult responsibility after the first year of support.

#### 4. Minutes and Reports

- **4.1 USC Minutes January 24, 2019**
- 4.2 Executive Committee January 28 & February 4, 2019
- 4.8 Budget & Finance Committee January 29, 2019
- 4.10 International Student Affairs Committee November 26, 2018 & January 25, 2019
- 4.12 Sustainability Committee October 12 & 26, 2018, November 23, 2018 & January 21, 2019

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

Move to accept the minutes and reports into the official record. **USCMotion060**: Councillor Reaser/Councillor Akingbehin

Councillor Simons asked why President Baldhead was absent for the last two Executive Committee meetings and why he has no updates in the minutes?

President Baldhead said this past Monday he was in Ottawa attending a Youth Summit on Education where he spoke with Minister Bennett on dealing with a new external plan. He said he would have to get back to Councillor Simons on why he missed the other one.

Councillor Simons said it would be nice to see what President Baldhead has been up to if he cannot attend the meetings.

Councillor Aman asked for more information regarding the statement written by Jason Ventnor in preparation for a strike from CUPE 1975?

VP Kobes said that Jason Ventnor and the Executive have had multiple meetings regarding this in order to be able to release a well-written statement. One is now ready for release if there is a point in time that CUPE 1975 notifies the University of job action.

Councillor Aman asked for information on the content of the release.

Move to go in camera.

USCMotion061: VP Kobes/Councillor Aman

Carried

Carried

#### 6. New Business

#### **6.1 Nomination of Councillor to Sustainability Committee**

VP Wu noted that Councillor Dierker can no longer attend the meetings for the Sustainability Committee. They are now seeking a new member.

Move to open nominations to Sustainability Committee.

USCMotion062: VP Wu/Councillor Munoz-Pimentel

Carried

Councillor Munoz-Pimentel nominated any Councillor that isn't currently on a committee.

Councillor Keller accepted his nomination.

With no objection, nominations were closed. Councillor Keller was elected to the Sustainability Committee.

#### 6.2 Creation of Ad-Hoc Committee

Councillor Klassen presented an ad-hoc committee proposal for Cultural Awareness and Diversity. She noted that the Elder-in-Residence project has been functioning for three weeks now. She wants to start this committee to assist President Baldhead in this project, as well as raise awareness of protocols and culturally sensitive information to the campus community.

Move to create the Cultural Awareness and Diversity Ad-Hoc Committee.

**USCMotion063**: Councillor Klassen/Councillor Reaser

Councillor Koh-Steadman asked how many members would be on the committee?

Councillor Klassen said she was thinking 4 Councillors would be on the committee.

VP Moellenbeck asked what Councillor Klassen is hoping the governance for the committee would be?

Councillor Klassen said it would be chaired by President Baldhead, and that it would be helpful to have Jason Ventnor from the USSU as a non-voting advisor.

VP Wu asked who would be the Vice-Chair?

President Baldhead said he thinks there should be a non-colonial governance style for this committee. He recommended consulting with the Elder and Indigenous students to see what would best suit the Elder.

Councillor Akingbehin asked if this committee would be focused on indigenization topics?

Councillor Klassen said she was thinking specifically Indigenous topics would be discussed but she would love to have International Students involved in this committee.

Councillor Bird suggested that next term the Indigenous Councillor could co-chair the committee.

Councillor Klassen said that because it is an ad-hoc committee, it would only last one term. However, if it is successful, it could be made a permanent committee through an amendment to the Bylaw at the next Annual General Meeting.

Councillor Aman asked what the difference would be between this committee and the Indigenous Student Affairs Committee?

Councillor Klassen said that this committee would more heavily focus on the Elder programming.

GM Cottrell confirmed that ad-hoc committees do only exist for one term. In regard to structure, it does not have to follow the structure of other committees.

Councillor Bird noted that the difference between this committee and the Indigenous Student Affairs Committee is the possibility for this committee to be about internationalization as well.

Councillor Klassen suggested having Elder Beaucage directly involved in the committee.

Councillor Akingbehin asked how President Baldhead plans to keep the committee accountable if the meetings are structured differently than they are now?

Councillor Klassen said that she brainstormed having this committee work as a tool or bridge between different student groups such as SUNTEP, ITEP, WUSC and international students. She suggested hosting events with all of these groups collaborate.

In regard to accountability, she suggested having some form of a weekly check-in at USC.

President Baldhead applauded Councillor Klassen's suggestion.

VP Kobes asked if Councillor Klassen would want to populate the ad-hoc committee tonight, if approved?

Councillor Klassen noted she would be willing to table nominations for next week or populate the committee this evening.

GM Cottrell noted ad-hoc committees are accountable to USC under the Non-Profit Corporation Act. In the past, ad-hoc committees have set their own Terms of Reference.

Councillor Akingbehin asked if there are any plans to invite external intercultural organizations to sit in on the meetings?

Councillor Klassen noted this is a great idea.

Councillor Liu asked if this is on President Baldhead to see if he would accept this assistance?

Councillor Klassen noted she has discussed it with him prior to the meeting.

Carried

#### 7. Other Business

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

VP Kobes announced that the ISSAC mural project is now completed and thanked Councillors for funding the removal of the Arts Tunnel computers.

VP Wu announced there is an American Sign Language workshop tomorrow at 3pm.

Councillor Bird noted the ITEP Rounddance is tomorrow in the Education Gym.

#### 9. Adjournment

# **Executive Meeting Minutes for February 11, 2019**

Present: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

#### 1. Call to order

The meeting was called to order at 9:02 am.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

#### **President Baldhead:**

# Week of January 21st

Meetings/Events:

Patti McDougall re: student life and student engagement

Treaty engagement meeting

Financial review meeting

RCMP Sharing Circle on reconciliation

Face to Face in Education

Indigenous Achievement Week meeting

**USC** 

Student grievance

International Students Affairs Committee

Volunteer Orientation

#### Initiatives:

Talked to students about running for exec

Talked with URSU President on upcoming tuition freeze

Event Plans in Progress:

Indigenous Achievement Week

# Week of January 28

Meetings/Events:

Derek Rope re: community engagement

Met with student about running for Executive

Lunch with Regan Ratt-Misponas re: mental health

**BFC** 

Indigenous Achievement Week meeting

Admin Team

**USC** 

# Initatives:

Accompanied Elder Beaucage on Wednesday

# Event Plans in Progress:

None

# Week of February 4th

Meetings/Events:

URSU tuition meeting w/Executive

Indigenous Achievement Awards

Lunch with Krysta from Gallivan

**AOCP** 

USC

Special announcement from Education

#### Initiatives:

Communicated with Carleton University about supporting their Union

Interview with StarPhoenix re: Elder

Event Plans in Progress:

None

#### **VP Kobes:**

Meetings/Events:

Organization Expectation

**AOCP** 

Sustainability Policy Review

**ASSU Executive Meeting** 

**ASSU President Meeting** 

**Budget and Finance Committee** 

**Tuition Freeze Meeting** 

Financial Review

One Day for Students Meeting

MSC Bell

Shantelle @ the Sheaf

Perita from ISSAC

**Physics Student Society** 

Saskatoon Nursing Student Association

Special Announcement in Education

**Great War Reception** 

# Initatives:

None

**Event Plans in Progress** 

None

# **VP Moellenbeck:**

Meetings/Events:

Experience in Excellence Awards planning meeting

Lunch with Krysta from Gallivan

TLARC Wellness plan working group meeting

Financial Review

Great War Commemoration reception

**AOCP** meeting

New grievance

#### Initiatives:

UPS follow-up work

Communication about planning peer advocacy training session

# Event Plans in Progress:

Experience in Excellence Awards

#### VP Wu:

Meetings/Events:

Executive

**PACGSD** 

**BFC** 

Sustainability Committee

Help Centre Paint Night

**Tuition Freeze meeting** 

Krysta from Gallivan

**AOCP** 

Accountabilities

One Day for Students with Kristen and Anu

Council

Great War Commemoration Committee reception

Special Announcement in Education

Meetings with interested potential candidates

Rugby inquiries - David

#### Initiatives:

ODFS photo

Secured Women in Leadership door prizes

Sustainability Committee event logistics

International Student Affairs event logistics

# Event Plans in Progress:

Women in Leadership

American Sign Language

#### 4. Business

### 4.1 Rink Costs

VP Wu said she will bring up the Rink in the Bowl costs at the President's Breakfast on Wednesday. VP Kobes said the rink is going to cost \$10,000 and only \$1500 was budgeted. VP Wu said last year VP Lau got funding to cover most of the costs. GM Cottrell clarified the \$1500 budgeted does not include salary, only maintenance. VP Moellenbeck clarified that some money came from the President's Office last year to cover upfront costs of the rink? GM Cottrell said what ended up getting budgeted was the extra amount the USSU had to put in last year above the money that the University put in. President Baldhead asked if the USSU assumed those costs would be covered again or if anything was asked of the President's Office? GM Cottrell says she doesn't know, that was on VP Lau. VP Moellenbeck asked if this year's Executive has asked the President's Office to pitch in again? VP Wu said that is what she was going to do on Wednesday. VP Kobes said that if the USSU can't get partnership from the University, the Executive need to think if the Rink in the Bowl is something the organization wants to continue putting up annually. VP Moellenbeck noted that it is a lot of money to put up every year. It would be a great thing to have as long as there is partnership. VP Moellenbeck said he thinks we should take the approach where the Executive wants it to be an ongoing project when talking to the President's Office. GM Cottrell suggested signing an MOU with the University. VP Kobes said that an MOU can be framed as needing sustainable, long-term funding. VP Moellenbeck asked how much money it'll cost to keep it going annually? GM Cottrell said at least \$10,000 including salary. GM Cottrell said that last year the President's Office gave \$10,000 to the project. President Baldhead asked VP Wu what she will bring up at the Breakfast. VP Wu said she will talk about what happened last year, what's happening this year, and ask for partnership on the Rink project.

#### 4.2 One Day for Students Breakfast

VP Wu noted that her and President Baldhead got an email from Alumni about ODS Breakfast. The Executive are all attending.

#### 4.3 One Day for Students Sponsorship

VP Wu said that Alumni wants the USSU to sponsor coffee again for One Day for Students. VP Moellenbeck asked how much it was last year? VP Wu said previously Road Coffee would donate \$250 and the USSU would donate \$250. VP Wu's stance is that she won't reach out to Road Coffee to make that connection, but is willing to contribute the money if Alumni can secure the deal. VP Wu said she doesn't think coffee is the cheapest option to give out for donations. VP Wu said Louis does the labour for free. VP Kobes said that makes no sense - Louis' workers have to be paid. The Executive decided that they will give the money if Alumni can secure the deal.

Move to spend \$250 on Road Coffee for One Day for Students.

EXECMotion061: VP Wu/VP Kobes Carried

# 4.4 Executive Sponsorship

VP Kobes noted he will be getting Scott Henderson, USSU IT, to create a FileMaker software for Executive Sponsorship requests.

# 4.5 University Council

GM Cottrell noted she received an email about the USSU's University Council report. She said the next University Council meeting is on the 14th of February. GM Cottrell said there would need to be a verbal report ready for Council.

# 5. Adjournment

The meeting was adjourned at 9:45 am.

# Budget and Finance Committee Meeting Feb 5th, 2019

- 1. Call to Order
- Attendance: MSC Bell, VP Kobes, MSC Aman, GM Cottrell, MSC Koh-Steadman, VP Wu,
- 3. Approval of Agenda: WU / Koh-S. CARRIED
- 4. Presentations
  - a. Areopagus Youth
    - i. Presented by Akin
    - ii. 4:00 5:30 next thurday in health sci 1130
    - iii. Event is a discussion on the merits of university education.
    - iv. Using \$300 for a banner for the group
    - v. \$350 for pizza and snacks
    - vi. \$100 for non alc bevvies
    - vii. \$200 for honorarium for speakers (Trevor Nadal, and \_\_\_)
    - viii. Total application is \$1000.
  - b. Accounting Club
    - i. Emailed\*
    - ii. Presenter Breanne
    - iii. Case comp and networking event
    - iv. Approaching firms for mentorship and judges.
    - v. Feb 15th case comp
    - vi. Networking portion at Louis Loft
    - vii. Judge and sponsorship from ESB MPacc.
    - viii. MSC aman mentioned issue around alcohol funding
      - We could re allocate that funding to the information session with JDCW students

İΧ.

- c. Health Science Studies Society
  - i. Confirmed
- d. Geological Engineering
  - i. Presented by Jonathan Shynkaruk?
  - ii. A cabaret
  - iii. Hosted at the ACT hall in sutherland
  - iv. Hosted feb 9th
  - v. Funding is \$500 cash
  - vi. Printing for tickets and posters are printed from XL
  - vii. \$200 in pepsi product to be served non alcoholically
- e. KiSS

- i. Confirmed
- ii. Teagan and Jasmine
- iii. Formal in Louis this thursday feb 7
- iv. Funding going toward decorations, AV set up costs, and food from Louis.
- 5. Report of VP\*
  - a. Funding Requests Approved\*
    - i. The Fellowship \$40 Cash "Panini and Movie Night"
    - ii. Mindful Living \$100 Cash Yoga Guest Teacher
  - b. Insurance Sales

i

- c. Ratifications\*
  - i. None
- d. Meetings
  - i. ASSU
  - ii. Global Village
  - iii. Faith Group Ratification
  - iv. Organizational Expectations Webinar
- e. Events
  - i. Alcohol Harm Reduction Symposium

ii.

New Business\*

a.

- 7. Regular Business\*
  - a. Funding Requests\*
    - i. Areopagus: AMAN / KOh -S .
    - ii. Accounting case comp:
      - 1. Ammendment AMAN WU Carried
      - 2. Approval Bell / Kobes . Carried
    - iii. Health sciences student society
    - iv. EBSS
      - 1. Waiting for reply. They are over their funding limit
    - v. Geological KOH / AMAN . CARRIED
    - vi. MCIM student association (MISA)
      - 1. AMAN / WU . Carried
    - vii. FABS (Food and bioproduct science)
      - 1. AMAN / KOH-S . CARRIED
    - viii. Fillipino SA
      - 1. \$440 AMAN / WU . CARRIED

- 2. Ammendment transfer the pepsi funding to Louis funding
- ix. Nigerian SA.
  - 1. \$1000 for an event: they will require a meeting (next week)
- x. YWIB
  - 1. \$179.22 for baked snacks AMAN / BELL . CARRIED
  - 2. VP Kobes to notify them that they are nearly at their limit
- xi. CAPSI
  - 1. \$560 for the MR pharmacy event
  - 2. Event is march 22. We are asking for a presentation mostly
- xii. Nursing
  - 1. 70\$ for membership cards
  - 2. Retroactive funding for ongoing funding
  - 3. AMAN / BELL CARRIED
- xiii. Finance students
  - 1. Speaker night
  - 2. AMAN / WU . Carried
- xiv. SMASH
  - 1. KOH S / AMAN . CARRIED
- xv. CAMA
  - 1. Only funding AMAN . KOH . CArried
  - 2. Not for travel or accomodations
- xvi. African student society receipts.
  - 1. Approving this
  - 2. 187.40? BELL / AMAN . Carried
- 8. Questions, Comments, Announcements
  - a. Accountabilities Update
    - i. Thursday FEB 7 at 9:00
    - ii. As of December 31st we have reimbursed 17,314/24,500 of student money back to clubs, or 70% of the line as of Dec 31st.
    - iii. Or we have 17,314/45,000 38% of the total line.
- 9. Adjournment\*
  - a. 5:13pm

# University of Saskatchewan Students' Union Sustainability Committee Meeting

Jan. 21, 2019 Roy Romanow Council Chambers 2:30 - 4:00 p.m.

#### 1. Attendance

- a. VP Wu, VP Kobes, Councillor Klassen, Councillor Reaser, SAL Foley, Stef
- b. Regrets: Gillian, Meaghan, Sydney, Matt
- 2. Call to Order
- 3. Report on Carbonless Concert
- 4. Funding Requests
  - a. STMSU + SESS
    - VP Kobes approved pending on Gift's approval. Seconded by Councillor Klassen
    - ii. Check if Rainworks is legal in Saskatoon
    - iii. Email Kagen to reach out to Gift again
  - b. ME Capstone
    - VP Kobes move to fund the \$500 payable upon receipt, seconded by Councillor Reaser.
    - ii. Approved
  - c. Spectrum
    - i. Motioned by SAL Boulton, Seconded by SAL Foley. SAL Reaser.
    - ii. Approved
  - d. EBSS
    - i. Needs college approval
    - ii. Provide evidence that TV is greener than paper poster
    - iii. How many posters were used before
    - iv. What content is going to be shown/purpose of the TV
    - v. Sent meeting request
- 5. Old Business
  - a. Brent Retrofit Project
    - i. SAL Foley suggested to donate to Habitat for Humanity, Village Green
    - ii. Moved by VP Kobes, seconded by Councillor Reaser, approved.
  - b. Trade show (March 12 booked in North Concourse)
    - i. Lauren has placement on Tuesdays
    - ii. Art-cycled / Art installation display
    - iii. Blackout poetry, recycle old books
  - c. Mini Sustainability Week from March 11-15?
- 6. Questions, Comments, Announcements
  - a. Next Farmers Market + Clothing Swap Feb. 15, Mar. 15, April 5
  - b. SAL Foley menstrual product project
- 7. Other Business
- 8. Adjournment
  - a. 3:30pm

	Cont 6	Cont 12	Sont 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29	Jan 3	Jan 10	Jan 17	Jan 24	Feb 7
Aldreds Aldress and	Sept. 6	Sept. 13	Sept. 27		DCt. 18	DCt. 25	INUV. O	NOV. 22	NOV 29	Jan 3	Jan 10	Jan. 17	Jan 24	Feb 7
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	r	r	K	r	P	F	P	P	r	Г
Albert, Mike	Р	Р	P	R	P	P	Α	Р	P	Р	Р	Р	Р	Р
Aman, Mike	Р	Р	Р	Р	R	P	Р	R	Р	R	Р	Р	Р	P
Andraos, John	P	P	R	R	R	P	P	RESIGNED						
Baldhead, Rollin	NYA	NYA	NYA	NYA	P	P	P	Р	Р	R	Р	Р	Р	P
Bell, Jamie	NYA	NYA	NYA	NYA	R	P	Р	P	Р	Р	Р	Р	Р	Р
Bird, Kaitlin	NYA	NYA	NYA	NYA	P	P	Р	P	Р	R	Р	Р	Р	Р
Dear, Seth	NYA	NYA	NYA	NYA	P	P	P	P	Р	R	R	R	R	R
Dierker, Meaghan	Р	P	Р	P	P	P	Р	P	R	Р	Р	R	Р	Р
Flynn, Amy	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	Р	Р	Р	Р
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	Р	R	R	Р	R
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р	Р	R	Р	Р	Р	Р	Р	Р
Han, Yifan	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Keller, Ryne	NYA	NYA	NYA	NYA	Р	Р	R	Р	R	R	Р	R	R	Р
Klassen, Lauren	Р	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	Р	Р	Р
Kobes, Brent	Р	Р	Р	Р	Р	Р	Р	P	Р	Р	Р	Р	Р	Р
Koh-Steadman, Noah	R	Р	Р	Р	R	Р	R	Α	Р	R	Р	Р	Р	Р
Liu, Serena	NYA	NYA	NYA	NYA	Р	Р	Р	Р	R	Р	Р	R	R	Р
Moellenbeck, Sheldon	Р	Р	Р	Р	Р	Р	Р	P	Р	Р	Р	Р	Р	Р
Munoz Pimentel, Carlos	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Reaser, Jacob	Р	Р	Р	Р	R	Р	Р	Р	R	Р	Р	Р	Р	Р
Rosas, Erick	Р	R	Р	R	Р	R	RESIGNED							
Simons, Gabe	Р	Р	Р	R	Р	Р	Р	P	Р	Р	Р	Р	Р	Р
Thomson, Emma	Р	Р	Р	Р	Р	Р	Р	Р	R	Р	Р	R	Р	Р
Wu, Rose	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	R	Р	Р	Р
P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting														

# University Students' Council Agenda February 28, 2019 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 Russ Isinger, Registrar
  - 3.2 Kristen Gryba & Anu Kashyap, Alumni Association
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes February 14, 2019
  - 4.2 Executive Committee February 18 & 25, 2019
  - 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 February 12, 2019
  - 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. Other Business
- 8. Questions, Comments, and Announcements
- 9. Adjournment

# University Students' Council Minutes for February 14, 2019

#### Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Gabe Simons, Edwards School of Business Noah Koh-Steadman, Engineering Akinwande Akingbehin, International Students Jamie Bell, Edwards School of Business Kaitlin Bird, Indigenous Students Jonathan Halvorson, Arts & Science Lauren Klassen, Education

#### Also present

Kylie Phillips, Chairperson

#### Regrets

Jacob Reaser, Arts & Science Serena Liu, Dentistry Emma Thomson, WCVM Michael Aman, Engineering Lauren Fraess, Nursing Seth Dear, Nursing Ryne Keller, Agriculture & Bioresources

#### Absent

#### Guests

Ana Cristina Camacho, The Sheaf Regan Ratt-Misponas, ISC Peter Stoicheff, President Patti McDougall, Vice-Provost TLSE The meeting was called to order at 6:00 p.m.

# 1. Adoption of the Agenda

Chairperson Phillips 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.

Move to adopt the amended agenda.

USCMotion064: Councillor Munoz-Pimentel/Councillor Klassen

Carried

#### 2. Introductions

President Baldhead introduced Ana Cristina Camacho from the Sheaf and Regan Ratt-Misponas, President of ISC. He also introduced both President Peter Stoicheff and Vice-Provost of Teaching, Learning, and Student Experience Patti McDougall.

#### 3. Council Addresses

### 3.1 Peter Stoicheff and Patti McDougall

President Stoicheff thanked Council for inviting him as he likes to be able to meet with Council once a year and to hear from student representatives and student leaders. He noted that it is not easy to be in a leadership position and thanked Councillors for stepping up and being leaders. President Stoicheff mentioned that the University of Saskatchewan is a part of the U15, one of the top 15 research-intensive universities in Canada. As a member of the U15, the University has a lot of influence when it comes to setting post-secondary funding in Ottawa. He noted that undergraduate students here have the opportunity to witness what graduate studies and the life of graduate students is like. President Stoicheff noted that the University of Saskatchewan is a great talent magnet for both international students from over 100 countries, as well as faculty members from around the world. President Stoicheff said that, along with the strong missions of teaching, learning, and student experience, research and discovery, and community engagement, is a fundamental commitment to indigenization and reconciliation. These efforts are intended to cross all 17 colleges at the University of Saskatchewan. All colleges have a role in furthering this mission of indigenization and reconciliation. He noted that indigenization is foundational before all other commitments; it is a mission that underlies all other commitments of the University.

Vice-Provost McDougall said one of her main concerns in her position is student wellness. She noted that USC heard from Peter Hedley last month, and that Student Forum will be discussing student wellness. Vice-Provost McDougall is also concerned with student enrollment. She said it is the vision that over the next 6-7 years, enrollment would grow to 28,000 students. The University wants to be able to accomodate and serve the interests of people in Saskatchewan, across Canada, and internationally. Vice-Provost McDougall said that she has been working heavily on the Prince Albert Campus, where

students can complete full degrees in Nursing, Education, Sociology, etc. However, Prince Albert lacked a central hub. She said the University has bought a property to act as such for students in Prince Albert. The student population in Prince Albert will soon be over 50% Indigenous students. She is interested to see what that will look like from a governance perspective to best meet student needs. There is also a campus in Regina, where Nursing is offered. Vice-Provost McDougall said that she has been thinking about what graduates from the University of Saskatchewan will need from the University. She said the University will have to become more focused on teaching skills and competencies for marketing oneself after post-secondary education.

Councillor Koh-Steadman asked if there has been discussion with the province about the opening of another university in the province?

Vice-Provost McDougall said that if you look at the predictions for Saskatchewan, there is substantial growth coming in the next 10-20 years. She said there haven't been any conversations about a new university. She said if those conversations were to exist, it would likely be in the north of the province. However, if Saskatoon grows substantially, the fastest growing demographic is 18-25 year old Indigenous people. Looking ahead, if the University of Saskatchewan is not prepared to take on these students, she could see these discussions starting.

President Stoicheff said that some people say, with the population of a million, Saskatchewan should not even have two publicly funded universities. He does not agree with this. He said it would be decades of growth before the province would ever seriously look at adding another university in the province. He noted there is a rich collection of colleges throughout Saskatchewan that act as sites to allow for greater access to university courses. President Stoicheff noted that in the last year, enrollment grew by 3%. In the Maritimes, it is exactly the opposite, where enrollment rates are going down precipitously.

President Baldhead asked how internationalization and indigenization coincide and are not contradictory?

Vice-Provost McDougall said internationalization is certainly a part of the University's direction. The University is hoping to grow the undergraduate international population to about 10%. One of the things she notices about the University of Saskatchewan is that the University successfully separates the priorities of internationalization and indigenization. She said they both have an importance and there is a call to work in those areas without saying they are dependent on each other. She said, as an example, the University would love to see more Indigenous students study abroad.

President Baldhead suggested implementing a program where international students go study on Indigenous reserves to experience that side of Canadian life.

Vice-Provost McDougall noted that she loves the idea and will follow up.

Member Ratt-Misponas asked what more President Stoicheff and Vice-Provost McDougall have to say about indigenization? He asked what exactly is meant by decolonization and self-determination and what steps will be taken in this effort? He also asked if this includes supporting the creation of an Indigenous Students' Union?

President Stoicheff said he does not, nor should he, have an opinion in his role, regarding the independence of an Indigenous Students' Union on campus. He believes this is something that should be worked out at the student level. He neither supports it nor objects to it. President Stoicheff said, in terms of indigenization, people often say he never has defined what it looks like - this was deliberate. President Stoicheff wanted to change the conversation so that everybody on campus was talking about indigenization and reconciliation. He said it is important to continually redefine indigenization throughout the reconciliation process. He believes that, though there are some measurements in place, the University will know they have succeeded in reconciliation when Indigenous students, faculty, elders, and knowledge keepers tell the University that they have succeeded.

Vice-Provost McDougall said that underneath the large University Plan are other institutional plans. She said that one is being worked on by the Vice-Provost Indigenous Engagement Jackie Ottman. This plan begun with a summit of elders and knowledge keepers.

Member Ratt-Misponas said that his question was not answered. He had asked specifically on self-determination and decolonization of the University Plan. He asked which Indigenous students are specifically working alongside Vice-Provost Ottman on the institutional plan? He asked what is the sense of the direction of the University Plan?

President Stoicheff said that, in terms of the direction, one thing the University is doing is working on ensuring that some form of Indigenous academic content is in existence in all 17 colleges. He said that it is important to make sure that this is not left up to individual colleges to decide if they want to partake - indigenization and reconciliation will be worked on across the University. In terms of decolonization, President Stoicheff said, when passed at Council a few years ago to ensure there would be Indigenous content in all programs, the University was implicitly stating that they would not be comfortable with purely teaching Western ways of knowing - alongside this, Indigenous content must be taught. He asked how Member Ratt-Misponas would define decolonization and what the University should do about this?

President Baldhead asked if there is only a repetitive cycle of students being represented in collaborating on the creation of Indigenous institutional plans, or if there are various students being brought in to collaborate from across campus? He also asked if there is a non-Indigenous student accompanying Indigenous students to this process to further reconciliation?

Vice-Provost McDougall said that it would be fair to ask Vice-Provost Ottman these questions when she comes to USC in early March. She believes that Vice-Provost Ottman has a wide array of students involved to capture as many, and as diverse, opinions as possible.

President Baldhead said it would be interesting to suggest, just as the University has a Buffalo Circle, to replicate that within the undergraduate body, so that non-Indigenous students can hear these conversations.

VP Moellenbeck said that he is concerned about the cuts to universities in Ontario. He asked what the University's experience has been like working with the current provincial government?

President Stoicheff said the University's experience working with the current government recently has been positive. He said the situation in Ontario is very different to the situation in Saskatchewan. Government relations takes up a lot of the University's time. He noted that the current government understands the value that the University of Saskatchewan brings to the province. He said that he is optimistic about expressions of financial support the University will be receiving either pre-budget or in the budget. President Stoicheff noted that the recent cuts by the Ford government in Ontario to student tuition, which is intended to be a positive to students, is cataclysmic to the OSAP student funding program and negates the tuition reduction. He does not think we will see anything like that in Saskatchewan. The University of Saskatchewan and the provincial government have talked about the need to keep any tuition increases to a minimum, but they have not talked about tuition freezes. President Stoicheff said it was not very long ago that the University was receiving 5% increases to the operating budget from the province. The University has moved into a very difficult terrain where the days of 5% increases are gone. No province is seeing anything like that.

Councillor Klassen said that, in her experience volunteering with Indigenous youth, many feel as though University is not for them. She sees, attached to this attitude, low self-esteem and a sense of not belonging. She asked if there are programs that look into bringing Indigenous urban youth to campus?

Response was not heard on the microphone.

Member Ratt-Misponas said he was not settled with the answer to his question from President Stoicheff. He said that ISC, SUNTEP, ITEP, and other Indigenous groups have pushed for a way for Indigenous students to be self-determining and that this would be a strategy in decolonizing the University. He is unsettled that the President of the University has no opinion on this. He asked what more is going to happen in terms of decolonization and Indigenous self-determination, especially for Indigenous students on campus?

Response was not heard on the microphone.

Vice-Provost McDougall said that she sees the University taking apart and re-examining structures in new ways. Vice-Provost Ottman is working with Indigenous faculty to re-examine tenure and promotion. She has mobilized an Indigenous advisory of elders and knowledge keepers.

Councillor Simons said that he knows ESB has previously partnered with Saskatchewan Polytechnic to help handle the growth of the University. He asked if there are any other examples of this?

Vice-Provost McDougall said that students are successfully doing their first two years at SIIT and then transferring to Edwards School of Business. In addition, she noted that you will not see growth wholesale across all colleges. The University is attempting to target growth in certain areas, such as computer science and kinesiology.

President Stoicheff said that about five years ago, the College of Arts & Science signed an MOU with Saskatchewan Polytechnic and the Department of Computer Science. In spirit, these MOU's are fantastic and the relationship with Saskatchewan Polytechnic is very strong. He said he imagines that, one day, the whole concept of degree structure that is in place now will become very flexible.

Councillor Koh-Steadman asked what will happen to Place Riel as a transit hub when the city's Bus Rapid Transit plan is implemented?

Vice-Provost McDougall said that, as the city undergoes this implementation, the service will get a lot better. She noted that the frequency and comprehensiveness of routes will increase. In terms of Place Riel, she expects there may need to be some changes but she has not heard a lot about that in terms of plans.

Councillor Albert asked, with the approach of potential job action from CUPE 1975, what the University is doing to prepare to mitigate the effect on student experience?

Vice-Provost McDougall said they are contingency planning with the view to the least amount of disruption to student life as possible. She said they are holding the Wellness Centre and the library very dear in negotiations. The bus drivers will not drive across picket lines, so the University will have to mobilize a drop off and pick up spot that is safe for students. Vice-Provost McDougall is thinking a lot about exam accommodations through AES. There must be animal care, a heating plant, food for those in residence, etc. She said the University will do everything it can to ensure that students are still able to get what they need.

President Stoicheff said that nobody likes a strike, neither CUPE 1975 nor the University. He said there is a lot of legal work that must be done before a strike can occur. This includes whether or not the University is a public employee institution at all. If it is, then the University must have a mediated discussion with CUPE 1975 about essential

services. The date he has heard for potential job action would not be before March or mid-March. President Stoicheff said that most unions on campus have language in their agreements that permit them to not cross the picket line of other unions. He said that faculty can choose to not cross this picket line, but based on the CUPE 1975 strike in 2007, there was not much disruption to class offerings. However, the University cannot dictate whether faculty do or do not cross the picket line.

President Baldhead thanked President Stoicheff and Vice-Provost McDougall for coming to Council. He noted that if any Councillors have further questions, he can take them to the President in future meetings.

President Stoicheff closed by thanking the Sheaf reporters for attending Council meetings. He applauded them for taking on with the Sheaf and future journalism endeavours.

- 4. Minutes and Reports
- 4.1 USC Minutes February 7, 2019
- **4.2** Executive Committee February 11, 2019
- 4.8 Budget & Finance Committee February 5, 2019
- 4.12 Sustainability Committee February 4, 2019

### 5. Motions Arising from Minutes and Reports

Move to accept the minutes and reports into the official record. **USCMotion065**: Councillor Koh-Steadman/Councillor Akingbehin

Carried

#### 6. Business

# 6.1 Election of Councillors to Cultural Awareness and Diversity Ad-Hoc Committee

Chairperson Phillips noted that four councillors will be elected to this committee.

Move to open nominations.

**USCMotion066**: Councillor Koh-Steadman/Councillor Bird

Carried

Councillor Klassen nominated Councillor Bird.

Councillor Bird accepted her nomination.

Councillor Dierker nominated herself.

Councillor Akingbehin nominated himself.

VP Moellenbeck nominated Councillor Klassen

Councillor Klassen accepted her nomination.

Seeing no opposition, nominations were closed.

Councillors Bird, Dierker, Akingbehin, and Klassen were congratulated on being elected to the Cultural Awareness and Diversity Ad-Hoc Committee.

#### 7. Other Business

#### 7.1 URSU Tuition Freeze

President Baldhead noted that he was unable to make a comment to The Sheaf regarding the URSU Tuition Freeze Proposal due to a breakdown in communication. He said that tuition has always been a concern for post-secondary students. Tuition affects the prosperity of students in a province with a need for a diversified economy. There is a fear that a tuition freeze without funding from other sources would lead to larger classes, fewer course selections, and an overall decrease in the quality of education and services provided to students. Asking for a freeze without the proper consultation and planning seems to be overzealous. The last tuition freeze in 2004-2005 came after students had tuition increases of 15% and 19%. From other conversations, he said that the USSU does not expect to see those kinds of tuition increases in the near future. President Baldhead noted that the External Committee has come up with a plan for a campaign called Invest In Us. This campaign would apply pressure to the provincial government in hopes of seeing the provincial government increase post-secondary funding. This would allow for better classroom environments and mental health. He plans to present this proposal to the Executive Committee at the next meeting.

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

VP Wu apologized for the cancellation of the American Sign Language Workshop. The instructor had car troubles. The workshop will be rescheduled.

VP Wu announced that the USSU's monthly Clothing Swap is happening tomorrow in North Concourse from 9-2.

President Baldhead announced that there is a Council Social after this USC meeting.

Member Ratt-Misponas asked what the intent was behind the creation of the Cultural Awareness and Diversity Ad-Hoc Committee and if they have authority over the Elder in Residence?

Councillor Klassen said that the Committee will have no authority. It is just meant as assistance to President Baldhead with the Elder in Residence program.

Councillor Akingbehin said that yesterday the International Student Association had their first meeting and it was a huge success.

# 9. Adjournment

# **Executive Meeting Minutes for February 19, 2019**

Present: VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell

Absent: President Baldhead

#### 1. Call to order

The meeting was called to order at 10 am.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

# **President Baldhead:**

Meetings/Events:

N/A

Initiatives:

N/A

Event Plans in Progress:

N/A

#### **VP Kobes:**

Meetings/Events:

**BFC** 

Bus Riders of Saskatoon

Runnymede Student Group

President's Breakfast

Planning and Priorities

Nigerian Students' Association

International Students' Association

Fee Review Committee

Agros Insurance Meeting

Initatives:

Budget

**Event Plans in Progress** 

None

# **VP Moellenbeck:**

Meetings/Events:

Tuition rate-setting meeting with Associate Provost, John Rigby

Teaching Learning and Academic Resources Committee

Breakfast meeting w/President and Senior Admin Team

Academic Resources Committee

Peer Advocacy meeting w/Beth Bilson and Patti McDougall

A/VP Research Interview

Academic Affairs Committee

#### Initiatives:

Chaired Student Forum meeting

Prep for committees

Event Plans in Progress:

None

#### VP Wu:

Meetings/Events:

Executive

**BFC** 

**USC** 

SECC re: WIL Workshop

PEC breakfast

Councillor Akingbehin

SAL meeting on International Anti-Racism Day

ISA info session

Academic Affairs Committee

Shannon re: rink and WIL

Clothing Swap

Student Forum

Various meetings with students

#### Initiatives:

WIL sponsorship

International Student Affairs event logistics

**Carbonless Concert logistics** 

Event Plans in Progress:

None

#### 4. Business

# 4.1 President Baldhead

The Executive wondered where President Baldhead is. No one knew. GM Cottrell thought he might be in Grandmother's Bay, but is unsure.

#### 4.2 Sask ATF Track Challenge

The Executive decided this will be tabled until next meeting when President Baldhead is here.

# 4.3 Management Sponsorship

The Management Students' Association submitted a sponsorship proposal for a lunch and learn event for ESB students on March 6. They're asking for \$410. VP Kobes thinks it is more appropriate as a campus club funding ask and will process the request through to BFC.

#### 4.4 Essential Services

VP Kobes said he thinks members are getting increasingly concerned about the possibility of a CUPE 1975 strike. He thinks that the USSU should write an open letter to CUPE 1975 and the University suggesting the avoidance of work action due to the effect it will have on the student experience. GM Cottrell said she is happy to write the letter if the Executive would like this. VP Kobes said the letter is an attempt to be neutral but also to reinforce the need for services provided by CUPE 1975 workers.

#### 4.5 Shine a Light Gala

VP Kobes said that WUSC invited the Executive to the Shine a Light Gala. VP Kobes asked how much it costs to buy a corporate table? GM Cottrell said it would cost \$320.

Move to purchase a corporate table for the WUSC Shine A Light Gala.

EXECMotion062: VP Kobes/VP Wu

Carried

# 4.6 Peer Advocacy Program

VP Moellenbeck said the Peer Advocacy Program is going to occur in the last week of September, the 28-29th. It is a great training opportunity. The Executive, AGA, and Centre Coordinators will take part in this program. The cost will be split four ways, with the USSU paying \$1,500. The Executive will be covering half of the cost, and Jason Kotvich will be covering the other half. The GSA, TLSE office, and University Secretary will be covering the other three quarters of the cost.

# 4.7 Career Centre

Dawne Warner emailed VP Kobes and asked to present at University Students' Council to thank the Council for the \$500 sponsorship. VP Kobes said he is not sure if there is time this term and has forwarded the email to GM Cottrell. GM Cottrell suggested March 28th as a potential date for Ms. Warner to come to USC. VP Kobes will reach out to see if she is available on this date.

#### 4.8 USC Transition Meeting

VP Kobes asked if the Executive should schedule a meeting with old Councillors and new Councillor-Elects in early April. GM Cottrell will look into room booking.

#### 5. Adjournment

The meeting was adjourned at 10:30 am.

# **Executive Meeting Minutes for February 25, 2019**

**Present**: President Baldhead (via phone), VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell, Kylie Phillips

#### 1. Call to order

The meeting was called to order at 9:01.

# 2. Quorum

Quorum was present.

#### 3. Roundtables:

# **President Baldhead:**

Meetings/Events:

Was in San Francisco

Initiatives:

None

Event Plans in Progress:

None

# **VP Kobes:**

Meetings/Events:

Louis'

Governance and Liability Training with ASSU

Initatives:

Pepsi Accounting

**Event Plans in Progress** 

None

#### **VP Moellenbeck:**

Meetings/Events:

3 new grievances

Student Forum Executive Meeting

**UPS** debrief meeting

½ EDO

Initiatives:

None

Event Plans in Progress:

Experience in Excellence Awards

#### VP Wu:

Meetings/Events:

1.5 ADOs

Executive

Student meeting re: elections Student Forum Executive

Dirk de Boer re: International Anti-Racism Day

Childcare Board

**Initiatives:** 

WIL door prizes pick up

Event Plans in Progress:

Women in Leadership

# 4. Business

# 4.1 Sask ATF Track Challenge

President Baldhead said that the Sask ATF Track Challenge is a community race put on by Derek Rope. He has asked the USSU to participate in support for youth in Saskatchewan of lower-income families so that they are able to participate in sporting events. President Baldhead wants the Executive to race together. It is a \$300 cost to enter per team. VP Moellenbeck asked when it is? The meet is April 5,6,7. VP Wu and VP Moellenbeck cannot participate as they have their Honours Projects due that week. President Baldhead asked if he could involve Members of Student Council. GM Cottrell said he could advertise it at the next Council meeting, however, the USSU cannot pay for that.

#### 4.2 Interest on Student Loans

GM Cottrell said the BC Government is no longer charging interest on student loans. It is likely that Jason Ventnor will need a statement on this from President Baldhead when he returns to the office.

# 4.3 Elections and Executive

GM Cottrell informed the Executive that unless they are running in the election, they should not show up to the orientation meeting as it often is intimidating to those looking to run.

#### 5. Adjournment

The meeting was adjourned at 9:11 am

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# Budget and Finance Committee Meeting Feb 12

- 1. Call to Order
- 2. Attendance: Brent, Mike, Caroline, Rose,
  - a. Regrets: Issac, Noah,
- 3. Approval of Agenda
- 4. Presentations
  - a. Health sci
    - i. Craig
    - ii. Promoting interdisciplinary work in the health colleges
    - iii. Event was a variety show with 50/50 silent, auction and raffle
    - iv. Proceeds went to SWITCH
    - v. Louis loft was 500, AV was 350 and printing
    - vi. Total amount \$382
  - b. CAPSI
    - i. MR pharmacy
    - ii. White coat cat-walk, a dance, a competition, question and Answer testing professionalism,
    - iii. Money goes to Sanctum 1.5
    - iv. Focusing on HIV prevention and care
    - v. Scotiabank is matching revenue from 50/50 and raffle to double donation amount to sanctum
    - vi. Printing costs
    - vii. Gifts: a speaker instead of an ipad,

# 5. Report of VP

- a. Funding Requests Approved
  - i. Kiss \$350 in Louis' credit, \$62.16 in XL credit, and \$500 cash
    - 1. Approved via Email
  - ii. The Fellowship (of the Lutherans) \$31.00 cash funding
  - iii. Chemistry Student Society \$100.00 Cash funding Burger and Beer Night.
- b. Insurance Sales
  - i. GESS
  - ii. Agros
- c. Ratifications
  - i. None at this time
- d. Meetings
  - i. AOCP

- ii. ASSU
- iii. SNSA
- iv. PSS
- v. Runnymede Society
- vi. Amnesty 91
- e. Events
- 6. New Business
- 7. Regular Business
  - a. Funding Requests
  - b. Amnesty 91
  - c. International Students Association
- 8. Questions, Comments, Announcements
  - a. Accountabilities Update
  - b. Funding Update
  - c. Outstanding Receipts
    - i. CAPSI
    - ii. Best Buddies
    - iii. Chemical Students Society
    - iv. Environmental Engineering
    - v. Health Studies Students Society
    - vi. Intervarsity
    - vii. Math and Statistics
    - viii. Nigerian Student Association
    - ix. Sociology Undergraduate Student Society
    - x. U of S Confucius Institute
  - d. Doodle Poll
- 9. Adjournment

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29	Jan 3	Jan 10	Jan 17	Jan 24	Feb 7	' Feb 14
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	D D	D D	P.	D	D 1404 23	D Jan. 3	D Jan. 10		D Jan. 24	D 1 CD /	D 160 14
Albert, Mike	D	P	D	R	D	P	A	P	P	p	P	D	D	D	D
Aman, Mike	D	D	D	P	R	P	D	R	D	R	•	P	P	D	R
Andraos, John	D	D	R	R	R	P	D	RESIGNED		IX	1	1	ı	ľ	T.
Baldhead, Rollin	NYA	NYA	NYA	NYA	P	P	P	P	P	R	Р	р	Р	Р	Р
Bell, Jamie	NYA	NYA	NYA	NYA	R	P	D	P	P		P	D.	P	D .	P
Bird, Kaitlin	NYA	NYA	NYA	NYA	D	D	D	P	P	R	P	'	D	D	D
Dear, Seth	NYA	NYA	NYA	NYA	P	P	P	P	P	R	R	R	R	R	R
Dierker, Meaghan	D	D	D	P	D	P	D	P	R	P	P		D	D	P
Flynn, Amy	D	D	D	D	R	D	D	P	D	D	D		D	D	D
Fraess, Lauren	NYA	NYA	NYA	NYA	D	D	D	P	<u> </u>	D	R	'	D	R	R
Halvorson, Jonathan	NYA	NYA	NYA	NYA	P	P	D	R	P	p	P		D	D	P
Han, Yifan	D	D	D	D	D	D	D	P	P	D	P	!	D	D	D
Keller, Ryne	NYA	NYA	NYA	NYA	D	P	R	P		R	P	R	R	D	R
Klassen, Lauren	D	D	D	D	D	R	D	P	+		P		D	D	D
Kobes, Brent	D	D	D	D	D	D	D	P	P	D	P P	'	D	D	D
Koh-Steadman, Noah	R	D D	D	D	R	P	R	A	P	R	P	Г	P	D D	P P
Liu, Serena	NYA	NYA	NYA	NYA	P	P	P	P	<u> </u>		P	'	R	D	R
Moellenbeck, Sheldon	D	D	D	D	D	D	D	P	P	D	P D		D	D	D
Munoz Pimentel, Carlos	D D	D D	D	D	D	D	D	P	P	D	P	r	D	D D	P P
Reaser, Jacob	D	D	P D	D	R	D	D	P		r	'	Г		D	R
<u>'</u>	D D	R	D D	R	D	R	RESIGNED	r	N	r	٢	٢	r	r	K
Rosas, Erick	P D	R D	D	R	D	D	RESIGNED	Р	Р	р	Р	P	Р	D	Р
Simons, Gabe	P	D	D	D	P	P D	P D	·	<u> </u>	'	P	•		D	+
Thomson, Emma	P	P D	P	D	D	P	P	P	11	D		11	P	P	R
WU, NOSE F F F F								۲	۲	P	R	۲	۲	۲	P
P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting															

# University Students' Council Agenda March 7, 2019 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 David Pratt, Vice-Chief of FSIN
  - 3.2 Jacqueline Ottman, Vice-Provost Indigenous Engagement
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes February 28, 2019
  - 4.2 Executive Committee March 4, 2019
  - 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 February 26, 2019
  - 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 March 4, 2019
  - 4.13 Association of Constituency President Minutes and Report
- 5. Motions Arising from the Minutes and Reports
- 6. Business
- 7. Other Business
  - 7.1 USSU Budget
- 8. Questions, Comments, and Announcements
- 9. Adjournment

# University Students' Council Minutes for Thursday, February 28, 2019

#### **Present**

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Jacob Reaser, Arts & Science Emma Thomson, WCVM Noah Koh-Steadman, Engineering Akinwande Akingbehin, International Students Jamie Bell, Edwards School of Business Kaitlin Bird, Indigenous Students Lauren Fraess, Nursing Jonathan Halvorson, Arts & Science

Ryne Keller, Agriculture & Bioresources

#### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

### Regrets

Seth Dear, Nursing Lauren Klassen, Education Serena Liu, Dentistry Carlos Munoz-Pimentel, Arts & Science Gabe Simons, Edwards

#### Absent

#### Guests

Russ Isinger, Registrar Aidan Murphy Kristen Gryba, Alumni Association Anu Kashyap, Alumni Association Ana Cristina Camacho, The Sheaf The meeting was called to order at 6:00 p.m.

# 1. Adoption of the Agenda

Chairperson Phillips 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.

VP Wu requested to switch 3.1 Russ Isinger with 3.2 Alumni Association.

Move to adopt the amended agenda.

**USCMotion067**: Councillor Reaser/Councillor Koh-Steadman

Carried

#### 2. Introductions

President Baldhead introduced Aidan Murphy, Ana Cristina Camacho from the Sheaf, Anu Kashyap and Kristen Gryba from Alumni Association, and Russ Isinger, University Registrar.

#### 3. Council Addresses

# 3.1 Kristen Gryba and Anu Kashyap, Alumni Association

Ms. Gryba announced that she and Anu are at Council to talk about the upcoming event, One Day for Students, on March 6. One Day for Students celebrates philanthropy in all its forms on campus. There is an on campus portion and an online portion to this day. Last year, over \$100,000 was raised.

Ms. Kashyap said there are two giving components to One Day for Students. There will be a central giving station in Upper Place Riel from 9-3. There will also be a Student Volunteer Fair. During the day, donations will be solicited. Ms. Kashyap encouraged students to use the hashtag #onedayforstudents.

Ms. Gryba said there are spots that still need filling by campus groups for the volunteer fair. She said that this day would not be possible without the Nasser Family. They will match donations made to the Nasser Fund on One Day for Students. Ms. Gryba noted that the USSU has donated coffee for the day for anyone who donates in person.

#### 3.2 Russ Isinger, Registrar

Mr. Isinger said that he has been in the Registrar's Office for 16 years and has been Registrar for 10 years. He oversees four units in the Registrar's Office: Registrarial Services, Student Central, Student Finance & Awards, and Student Informations Systems. He noted that he works closely with the Executive on individual student issues and various general issues, including the introduction of the Fall Reading Week years ago.

Councillor Albert said that other universities offer exam scheduling prior to class registration. He asked if this is something Mr. Isinger's office has considered?

Mr. Isinger said that there are advantages and disadvantages to both methods of exam scheduling. Our current method is student-centric and highlights choice to create a conflict free schedule. The other method slots exams in prior to registration. This limits choice, but allows students to know exam dates prior to registration. He said our method is more typical of larger universities. If the university switched methods, there would have to be an investment in switching software. The current method allows for non-interference between cognate classes' exams. Ten years ago, a survey of students was done regarding which method was preferred. At the time, 65% of students preferred the post-registration exam scheduling. Switching methods is not currently on the radar of university officials.

VP Kobes asked why Student Central has sometimes been closed early on Fridays?

Mr. Isinger said that Student Central has reduced its hours. They open at 9, close at 4, and close over the lunch hour. This is to simplify staffing to ensure appropriate staffing levels and a healthy workload for staff. He noted there is never not anyone at Student Central. During the pilot, most students were fine with the adjusted hours. Once a month, Student Central is often closed for half a day on Fridays for training or professional development.

Councillor Halvorson asked if there is any way of looking to give students a day or two of mandatory break before beginning writing final exams?

Mr. Isinger said that the Academic Courses Policy states that, as much as possible, a day break should be given between classes and the first day of exams. However, this is within the parameters of the amount of exam slots there are. In December, this has become more difficult with the Fall Reading Week, as a certain number of teaching days have to be maintained in the term. What the Registrar's Office tries to do is to avoid scheduling exams for certain classes the day after that same class has its last lesson.

President Baldhead asked if there is a proactive plan for what exams would look like if CUPE 1975 were to go on strike before exam season?

Mr. Isinger said the answer is yes. At the same time, exams are already all scheduled and rooms are allocated. The bigger concern is setup for large exams in gymnasiums.

Councillor Albert asked what goes into the decision for room allocation for final exams?

Mr. Isinger said a lot of it is to do with what professors want for their exams. If there are 30 students, at least 60 seats are needed. There is a high demand for rooms with tables. Often, exams end up in the same room that they are taught in.

Councillor Aman asked if there is the potential to move exam time slots to 10 am, 2 pm, and 6 pm?

Mr. Isinger said he would look at what other institutions do. They have previously looked at having four-2 hour exam slots alongside two-3 hour exam slots. However, not enough exams are two hours long. This also was difficult for the scheduling software. He said this decision is more of an academic decision, so he will take it to the Associate Dean.

Councillor Han wondered if there was any way to ensure professional college students could have access to discounted bus passes when their classes start earlier or later than most colleges?

Mr. Isinger said he is not quite sure what the block is between this happening. He said it may just be a communication error between the University, USSU, and Saskatoon Transit. In the system, these classes look as though they go from September-April, even though they may begin earlier or end later. He said that there should still be a means to discern if students are registered in that time period. If there is a means to transfer those registrations to Saskatoon Transit. He said he will take this away and look at the situation.

GM Cottrell said that the crux of the issue is that the city will not allow opt-in, only opt-out, therefore all students would have to be assessed the fee. She said there has not historically been a mechanism to assess this for the professional colleges that begin early. Also, students do not want to pay for the entire summer pass, but then this becomes an opt-in service.

Councillor Koh-Steadman asked what the biggest challenge is that the Registrar's Office is facing?

Mr. Isinger said that IT is challenging as the systems continue to get more complex. These systems require updating often. It is difficult to get the systems to adapt to new ways of doing things. Code has to be removed from systems and rewritten.

Councillor Akingbehin said that he was looking for demographic statistics online on students and could not find any.

Mr. Isinger said there is a website that has some statistics: <a href="www.usask.ca/isa">www.usask.ca/isa</a>. He said many demographics are protected by privacy policies. This search then becomes a Request for Information.

Councillor Akingbehin said that he found out from Student Central that students can owe a minimum of \$30 when registering for classes. He was wondering if there is a plan to change this?

Mr. Isinger said he thinks it is \$10. It has likely been \$10 for many years. Mr. Isinger thinks it is probably also related to a previous library fine or holds on his account. The withholding of services, which used to be a Board of Governors defined policy, has recently been delegated to Mr. Isinger's office. He will look into this.

### 4. Minutes and Reports

- **4.1 USC Minutes February 14, 2019**
- 4.2 Executive Committee February 18 & 25, 2019
- 4.8 Budget and Finance Committee February 12, 2019

VP Kobes noted that quorum was not met at the Budget and Finance Meeting, so these funding requests were completed at the next meeting.

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

Move to accept minutes and reports into the official record.

USCMotion068: Councillor Aman/VP Kobes

Carried

#### 6. Business

#### 7. Other Business

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

VP Kobes reminded Councillors that Career MeetUps are occurring through SECC. These events are being hosted in Louis' Loft.

VP Kobes told Councillors that next year, there will hopefully be some replacement microphones for USC.

VP Moellenbeck announced that the annual Experience in Excellence Awards will be happening on March 31 at 11 am.

Councillor Akingbehin announced that the University of Saskatchewan Areopagus Youth is hosting an event to discuss a reexamination of university education.

Councillor Halvorson said that there are a couple of CanWest sports finals on campus this weekend.

Councillor Bell asked if he can nominate someone for an Experience in Excellence Award who won last year?

VP Moellenbeck said sure.

VP Wu announced that March 8 is International Women's' Day. There will be an event at Louis' Loft at 4pm.

Member Murphy wants to discuss the ongoing negotiations between CUPE 1975 and the University, as well as the open letter written by the USSU to the University of Saskatchewan and CUPE 1975. He said that everyone agrees that no one wants to see a labour stoppage. He noted he was disappointed with some of what was not said in the open letter. He said that the USSU was ineffective in advocating for student workers and other staff who provide good services to those on campus. He said there are a number of CUPE 1975 staff on campus that are students. When CUPE 1975 previously went on strike, the USSU made the choice to remain neutral. He noted that without the USSU's support or pressure, CUPE had no leverage to negotiate a deal. He noted that the URSU at the University of Regina had made a statement in support of the U of R Faculty Association who was on the verge of strike in November. He said that because URSU took a supportive role, URFA has leverage in negotiating with University administration. He believes the USSU ought to do this for CUPE 1975. He said that most university workers have defined benefit plans across the country, which helps to attract students and other potential staff members. He said that 91% of public workers have defined benefit plans. Member Murphy said the USSU should consider that some students rely on these benefit plans. He recognized that the USSU is not a union and has no requirement to have labour solidarity with CUPE 1975. However, the USSU needs to remember they are advocating for students. He noted that this situation was initiated by the university administration. CUPE 1975 has not had a contract since 2015. They have repeatedly reached out for meetings with university administration and have not received a response. Member Murphy asked if the USSU should not make it clear that they support CUPE 1975's right to good pensions and pay by going on strike? Further, what is the USSU doing to advocate for USSU members that are CUPE 1975 members? Finally, what is the USSU doing to address the root of this problem - budgetary restraints due to underfunding by the provincial government? Further, is the USSU planning to meet with CUPE 1975? Is President Baldhead at the Board of Governors advocating for a meeting with CUPE 1975?

VP Moellenbeck reiterated that the USSU mission states that its role is to serve and support undergraduate students at the University of Saskatchewan. In reality, a strike would result in service disruptions that students depend on in their studies. The Executive thinks it is appropriate to encourage both sides of the dispute to continue negotiations and avoid a labour disruption. He noted the Executive will be meeting with CUPE 1975, pending their response to a meeting request from the Executive.

VP Kobes said that, in the fall, the USSU Executive visited the Minister and Critic of Advanced Education, advocating for a return of the money lost in the Provincial Operating Grant. He noted that President Baldhead is beginning his Invest In Us campaign to pressure the provincial government to invest in students in the upcoming budget.

President Baldhead said that he is unsure what is free for him to explain to the public from the Board of Governors meetings.

GM Cottrell said that it is unheard of for the Board of Governors to meet with groups regarding negotiating collective agreements. She noted that folks around the University are very well aware of this issue. Negotiations occur between the respective committees before going to the Board of Governors for ratification.

VP Kobes reminded Councillors that there are mandatory election orientation meetings on March 4 and 5.

Councillor Akingbehin commended Member Murphy for his comments and courage.

## 9. Adjournment

# Executive Meeting Minutes for March 4, 2019

**Present**: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell, Kylie Phillips

#### 1. Call to order

The meeting was called to order at 9:02.

## 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **President Baldhead:**

Meetings/Events:

N/A

Initiatives:

N/A

Event Plans in Progress:

N/A

## **VP Kobes:**

Meetings/Events:

Sustainability Committee

**BFC** 

**Budget Review** 

XL Review

Communciations Review

Bus Riders of Saskatoon

Louis' Review

Facilities Review

Planning and Priorities

Admin Team

Student Governance and Grants Review

Admin Review

Young Women in Business

Peter Hedley

WCVM re: insurance

Korean Canadian Scientists

Co-Curricular Records Review

Accountabilities

SECC Career Meet-Ups

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Initatives:
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None

**Event Plans in Progress** 

None

#### **VP Moellenbeck:**

Meetings/Events:

Provost's Award Selection Committee

E-Text and E-Coursework Committee

Admin Team Meeting

**ADO** 

#### Initiatives:

Prep for homework systems committee

**Budget Review** 

Sheaf interview about CUPE 1975

Event Plans in Progress:

Experience in Excellence Awards

#### VP Wu:

Meetings/Events:

Executive

**BFC** 

USC

Sustainability Committee

Meeting on Sustainability Fund application

Meeting with interested candidates

Admin meeting

STI Blitz

SECC Career Meet-Up

#### Initiatives:

Emailed all approved applications for sustainability fund

**TEA Surveys** 

Sheaf interview

Budget review

WIL logistics

**ODFS** logistics

Anti-Racism event logistics

Farmers Market/Zero Waste Workshop logistics

## Event Plans in Progress:

Women in Leadership

One Day for Students

Anti-Racism Event

Farmers Market/Zero Waste Workshop

4. Business

4.1 Experience in Excellence

VP Moellenbeck noted that that the Experience in Excellence Awards are quickly approaching and that the Executive gets to pick a number of awards. VP Moellenbeck asked

if the Executive could meet later today to figure that out.

4.2 WUSC Shine A Light

VP Kobes said that he forgot to talk to Councillors last week about the WUSC Shine A Light Gala. VP Kobes said it would be appropriate for either President Baldhead or VP Wu to

email councillors and ask if four councillors would like to go to the Gala on Thursday. VP

Wu said that she can do it.

4.3 CCR

VP Kobes said that, as the year wraps up, they should get a complete list of Councillors as

well as SALs for him so that he can update their Co-Curricular Records. AGA Phillips will share an Excel file from the beginning of year with the Executive that has a list of committee

members.

4.4 InvestInUs

President Baldhead is presenting a proposal asking for \$150 for his InvestInUs Campaign. He

would use \$50 for table contents for a whiteboard campaign, \$50 for Facebook post boosts

and boosts to student testimonies, and \$50 for posters. GM Cottrell asked what he means by \$50 for a table? President Baldhead clarified that the \$50 would be for supplies and snacks on

the table. GM Cottrell said it is not enough money for snacks and coffee. VP Moellenbeck

said it is \$30 for 50 timbits and a 12 to go coffee. President Baldhead said he would change

the proposal to \$250. VP Wu asked when the campaign will be happening? President

Baldhead said starting on Monday.

Move to approve \$250 in spending on the InvestInUs Campaign.

**EXECMotion063**: Baldhead/Moellenbeck

Carried

4.5 Sask ATF Meet

President Baldhead asked if we could fund a team for the Sask ATF Meet. He wants to challenge other Councils (Saskatoon City Council, SIIT, Sask Polytech). He said the fee is

\$300 and the event is on Saturday, April 6 @ 12:45.

Move to approve \$300 for Sask ATF Meet.

**EXECMotion064** Baldhead/Moellenbeck

Carried

3

## 4.6 University Council Report

President Baldhead announced that the report for University Council is due this Thursday. He asked for everyone to put their items in the document for the report.

## 4.7 StudentCare

Councillor Flynn was wondering why Education students on internship are not automatically enrolled in StudentCare. GM Cottrell told the Executive she would look into it again and get an answer. VP Kobes asked if StudentCare could target emails to particular students to remind them to Opt In. GM Cottrell said that StudentCare doesn't have the pertinent information to target emails. VP Kobes thought that there would be a Coordinator in the College of Education that could do this. GM Cottrell said that it is not like UPass; the USSU has no idea which students are in and which are out of the coverage. VP Moellenbeck noted that StudentCare did a poor job of answering Councillor Flynn's question at USC.

## 4.8 UPass

GM Cottrell said that the only problem reported from the UPass Pilot was that someone who attempted to access the PAC right after updating their pass had difficulties doing so. This is because it takes 24 hours for the pass to effectively transition. She will be informing Transit of the success and the plan to move forward with this transition.

### 5. Adjournment

The meeting was adjourned at 9:30.

# Budget and Finance Committee Meeting Feb 26th

- 1. Call to Order: 5:00
- 2. Attendance: MSC Dear, VP Kobes, MSC Bell, SAL Reaser, VP Wu, GM Cottrell
- 3. Approval of Agenda
  - a. WU
  - b. Steadman
  - c. Carried
- 4. Presentations
  - a. 5 Days for the Homeless
    - i. 500 cash
    - ii. 200 xl
    - iii. 300 pepsi
    - iv. No longer associated with ESB

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- b. MESA
  - i. PIG roast.
  - ii. Support from the department for the event
  - iii. Going to be a dry event
  - iv. Funding goes to : Ad expenses, vegetarian option (veggie burgers) and non alc beverage options
  - v. Event date:March 15th 6:00pm 8:30pm and open to all students (\$10 admission)
  - vi. Going to be in the Hardy lab.
  - vii. PIG and SPIT are supplied by Boryski's butcher Block
  - viii. Attendance: 100 students + faculty
  - ix. Dean needs a talking to.
- 5. Report of VP
  - a. Funding Requests Approved
    - i. None over the break
  - b. Insurance Sales
    - None at this time
  - c. Ratifications
    - i. Deeper Life Campus Fellowship
  - d. Meetings
    - i. Nigerian Students Association
    - ii. Agros
    - iii. SESS
    - iv. ISA

- v. ASSU
- New Business
  - a. Budget review meeting is this friday March 1 at 4:00pm
- 7. Regular Business
- 8. Funding Requests Approved
  - a. Nigerian Student Association Approved via Email
  - b. CAPSI Mr. Pharmacy approved via Email
  - c. Medicomania approved via email
  - d. International Students Association \$100 cash to help refound society
  - e. CAPSI Passports for Pharmacist Awareness \$80.00 in XL
- 9. Funding Requests Feb 26
  - a. EBSS in progres
  - b. USASK students for liberty
    - i. 159.58
    - ii. BELL, Reaser, CARRIED (Brent will notify them of potential for fine if stickers are placed on USASK property

iii.

- c. WUSK
  - i. DEAR, WU, CARRIED
- d. MESA
  - i. DEAR, Steadman, Carried
- e. MSA (management student association)
  - DEAR, REASER, Carried
  - ii. Remind them they can get food from Louis
- f. EWB
  - i. Appears to be a speaking thing with food and posters.
  - ii. Move to approve 500 in cash 100 in XL Dear, Reaser, Carried
- g. Association of Korean Canadian scientists and engineers
  - i. Dear, Streadman, Carried
- h. Physics student society 120
  - i. DEAR, BELL, Carried
- i. CAMA 500 louis
  - i. DEAR, BELL, Carried
- j. 5days for the homeless \$1000
  - i. Reaser, Wu, Carried
- k. Runnymede
  - i. DEAR, WU, Carried
- I. Criminal Law Club
  - i. Email them for clarification

- m. Pre med club
  - i. 300 in pepsi
  - ii. BELL, DEAR, CARRIED
- n. Gamesclub
  - i. XL
  - ii. Pepsi
  - iii. CASh
  - iv. Ask about personal use of cards and tables.

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- 10. Questions, Comments, Announcements
  - a. Accountabilities Update TBA
    - i. Louis is 90K ahead of budget!
  - b. Budget Day
    - i. Get pepperoni and mushroom!

Adjournment

# University of Saskatchewan Students' Union Sustainability Committee Meeting

## March 4th, 2019 Roy Romanow Council Chambers 2:30 - 4:00 p.m.

- 1. Attendance
  - a. VP Wu, VP Kobes, MSC Klassen, MSC Reaser, MSC Keller, Stef, Matt
- 2. Call to Order
- 3. Funding Requests
  - a. ESS appliance \$1300
    - i. Moved MSC Klassen, Seconded MSC Reaser, Carried.
  - b. ENVS 401 Marc \$100
    - i. Moved VP Kobes, Seconded MSC Reaser, Carried.
  - c. Sarah Foley \$1062
    - i. Moved MSC Klassen, Seconded MSC Reaser, Carried.
  - d. ENVS 401 \$875
    - i. Moved MSC Reaser, Seconded VP Kobes, Carried.
- 4. Questions, Comments, Announcements
- 5. Other Business
- 6. Adjournment
  - a. 3:00 pm

USSU	Budget	Budget
OPERATION/SERVICE	2019-2020	2018-2019
	(4.474.754)	(4.400.074)
Administration	(1,174,754)	
Admin-Student Fees	1,557,641	1,441,229
Communications	(22,313)	,
Facilities	278,234	331,842
Food Centre	(26,954)	, ,
Help Centre	(30,201)	,
Information Centre	15,345	18,046
Louis'	(32,539)	, ,
Louis' MUB Cost	(169,836)	, ,
Louis'-Entertainment	(4,798)	, ,
Marketing Service	42,791	40,022
Pride Centre	(31,873)	, , ,
Student Governance	(279,970)	(269,779)
Student Grants	(32,800)	(27,800)
Student Service-Events	150	300
Safewalk-Student Crew	(24,161)	(24,871)
Women's Centre	(34,534)	(36,282)
XL Design	101,456	77,575
XL Design-PR Cost	(17,043)	(14,991)
Total	113,843	6,081
Capital	(41,840)	(48,240)
*Investments for Operating as of December 31, 2018	3,685,818	3,064,327
Total	3,757,821	3,022,168
lotai	3,757,621	3,022,100

INFRASTRUCTURE NOT OPERATING	Budget	Budget
	2019-2020	2018-2019
Place Riel	(304,735	(259,215)
Total Place Riel	(304,735	(259,215)

2,890,966.55

TOTAL INVESTMENTS AS OF DECEMBER 31, 2018 First Nations Bank

	Interest	Maturity	Opening	Increases	Decreases	_ Market	Intere
Description	Rate	Date	Balance	increases	Decreases	Value	Earn
KED INCOME INVESTMENTS-RBC Dominion							
RBC Short Term - GIC	1.600%	February 4, 2019				100,640.00	
RBC Short Term - GIC	1.900%	February 6, 2019				401,103.60	1,
RBC Short Term - GIC	1.400%	February 19, 2019				105,885.99	
/ancity Credit Union - GIC	2.200%	March 8, 2019				101,796.16	
RBC Short Term - GIC	2.000%	May 6, 2019				100,306.80	1.
RBC Short Term - GIC	2.000%	May 7, 2019				401,161.60	7
Home Trust - GIC	2.380%	May 27, 2019				96,362.79	2
CICI Bank Canada - GIC	2.370%	May 27, 2019				96,357.07	2
/ersabank - GIC	2.250%	August 7, 2019				100.900.00	1
RBC Short Term - GIC	2.100%	August 19, 2019				105,241.61	1
RBC Short Term - GIC	2.550%	November 4, 2019				100,412.19	1
BMO Mortgage Corp - GIC	2.600%	November 8, 2019				100,377.53	
ank of Nova Scotia - GIC	2.600%	November 8, 2019				100,377.53	
Bank of Montreal - GIC	2.600%	November 8, 2019				100,377.53	
lat'l Bank of Canda - GIC	2.600%	November 8, 2019				100,377.53	
quitable Bank of Canada - GIC	2.950%	November 2, 2020				100,476.85	
teinvestment of funds as they mature		=			-	2,212,154.78	2
naged Assets-RBC Dominion		-					
TUAL FUNDS-RBC Dominion							
idelity Cdn Disciplined Equity Class ISC (296)	FID 296					63,958.30	
H&N Canadian Equity Value Fund (6670)	RBF6670					15.977.24	
						1,393,727.88	
BC Investment Savings Account Series A (2010)	RBF 2010						
RBC Investment Savings Account Series A (2010)	RBF 2010						
RBC Investment Savings Account Series A (2010)	RBF 2010					1,473,663.42	
RBC Investment Savings Account Series A (2010)	RBF 2010						
RBC Investment Savings Account Series A (2010)  TAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion	RBF 2010					1,473,663.42 3,685,818.20	
. , ,	RBF 2010						
TAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion te - the Student Infrastructure Fee for future capital building projects is included							
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TAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion te - the Student Infrastructure Fee for future capital building projects is included estments. te - Starting Nov 4/09 Infrastructure is invested through TD First Nations.		# of Days Interest is					
FAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion e - the Student Infrastructure Fee for future capital building projects is included strengths. e - Starting Nov 4/09 Infrastructure is invested through TD First Nations. rest on Building Infrastructure Fee e & Amount of Investment-RBC Dominion	in the above	# of Days Interest is Earned in 2016/17					
FAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion e - the Student Infrastructure Fee for future capital building projects is included strengths. e - Starting Nov 4/09 Infrastructure is invested through TD First Nations. rest on Building Infrastructure Fee e & Amount of Investment-RBC Dominion	in the above					3,685,818.20	
FAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion e - the Student Infrastructure Fee for future capital building projects is included istments. e - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  rest on Building Infrastructure Fee e & Amount of Investment-RBC Dominion nfrastructure is with the First Nations Bank e - the Student Infrastructure fee was not invested separately from other invest	in the above  Interest Rate ments so					3,685,818.20	
FAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion  e - the Student Infrastructure Fee for future capital building projects is included stments.  e - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  rest on Building Infrastructure Fee  e & Amount of Investment-RBC Dominion  nfrastructure is with the First Nations Bank  e - the Student Infrastructure fee was not invested separately from other invest	in the above  Interest Rate  ments so estments.	Earned in 2016/17				3,685,818.20  Total Interest	
FAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion  e - the Student Infrastructure Fee for future capital building projects is included stments.  e - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  rest on Building Infrastructure Fee  e & Amount of Investment-RBC Dominion  nfrastructure is with the First Nations Bank  e - the Student Infrastructure fee was not invested separately from other invest	in the above  Interest Rate ments so		Opening Balance	Increases	Decreases	3,685,818.20  Total Interest	_
TAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion  a - the Student Infrastructure Fee for future capital building projects is included strents.  be - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  rest on Building Infrastructure Fee  a Amount of Investment-RBC Dominion  nfrastructure is with the First Nations Bank  be - the Student Infrastructure fee was not invested separately from other invest as assumed that the interest rate would be an average of the Fixed Income inv	in the above  Interest Rate  ments so estments.  Interest	Earned in 2016/17  Maturity		Increases	Decreases	3,685,818.20  Total Interest	
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TAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion  a - the Student Infrastructure Fee for future capital building projects is included strents.  a - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  rest on Building Infrastructure Fee  a & Amount of Investment-RBC Dominion  nfrastructure is with the First Nations Bank  a - the Student Infrastructure fee was not invested separately from other invest as assumed that the interest rate would be an average of the Fixed Income inv  Description  ED INCOME INVESTMENTS-First Nations Bank  irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4313250	Interest Rate ments so estments. Interest Rate	Earned in 2016/17  Maturity  Date		Increases	Decreases	Total Interest  Market Value	
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TAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion  2 - the Student Infrastructure Fee for future capital building projects is included stments.  2 - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  3 - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  4 - Starting Nov 4/09 Infrastructure Fee  5 - Amount of Investment-RBC Dominion  6 - Infrastructure is with the First Nations Bank  6 - the Student Infrastructure fee was not invested separately from other invest is assumed that the interest rate would be an average of the Fixed Income inv  7 - Description  7 - Description  7 - Description  8 - Direct Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4313250  9 - Starting Non-Reedeem 1-5 Years #4313250  1 - Starting Non-Reedeem 1-5 Years #431321121  1 - Starting Non-Reedeem 1-5 Years #4348868	Interest Rate  ments so estments.  Interest Rate  1.550% 1.560% 1.600%	Maturity Date  March 21, 2019 May 8, 2019 September 4, 2019		Increases	Decreases	3,685,818.20  Total Interest  Market Value  200,000.00 200,000.00 200,000.00	
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FAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion  e - the Student Infrastructure Fee for future capital building projects is included stments.  e - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  rest on Building Infrastructure Fee  e & Amount of Investment-RBC Dominion Infrastructure is with the First Nations Bank  e - the Student Infrastructure fee was not invested separately from other invest as assumed that the interest rate would be an average of the Fixed Income inv  Description  ED INCOME INVESTMENTS-First Nations Bank  irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4313250 irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4321121 irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4343868 irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4354886 irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4354886 irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4354886 irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4354886	Interest Rate  ments so estments.  Interest Rate  1.550% 1.550% 1.600% 1.400% 1.600%	Maturity Date  March 21, 2019 May 8, 2019 September 4, 2019 October 22, 2019 November 7, 2019		Increases	Decreases	3,685,818.20  Total Interest  Market Value  200,000.00 200,000.00 200,000.00 200,000.00 200,000.00 200,004.80	
rAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion  a - the Student Infrastructure Fee for future capital building projects is included instments.  a - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  rest on Building Infrastructure Fee  a & Amount of Investment-RBC Dominion  infrastructure is with the First Nations Bank  a - the Student Infrastructure fee was not invested separately from other invest as assumed that the interest rate would be an average of the Fixed Income inv  Description  ED INCOME INVESTMENTS-First Nations Bank  irist Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4313250  irist Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4348888 irist Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4348888 irist Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #434888 irist Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #43488895 irist Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4356895 irist Nations Bank of Canada Short Term Reedeem 1-365 Days #4262465	Interest Rate  ments so estments.  Interest Rate  1.550% 1.600% 1.400% 1.400%	Maturity Date  March 21, 2019 May 8, 2019 September 4, 2019 October 22, 2019 November 7, 2019 June 23, 2019		Increases	Decreases	3,685,818.20  Total Interest  Market Value  200,000.00 200,000.00 200,000.00 200,000.00 173,264.79	
TAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion  a - the Student Infrastructure Fee for future capital building projects is included stments.  a - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  rest on Building Infrastructure Fee  a & Amount of Investment-RBC Dominion  nfrastructure is with the First Nations Bank  be - the Student Infrastructure fee was not invested separately from other invest as assumed that the interest rate would be an average of the Fixed Income inv  Description  ED INCOME INVESTMENTS-First Nations Bank  irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4313250  irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4354346  irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4354346  irst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4354346  irst Nations Bank of Canada Short Term Reedeem 1-365 Days #4262465  irst Nations Bank of Canada Short Term Reedeem 1-365 Days #4348884	Interest Rate  ments so estments.  Interest Rate  1.550% 1.600% 1.400% 1.400% 1.400% 1.400%	Maturity Date  March 21, 2019 May 8, 2019 September 4, 2019 October 22, 2019 November 7, 2019 June 23, 2019 March 4, 2019		Increases	Decreases	3,685,818.20  Total Interest  Market Value  200,000.00 200,000.00 200,000.00 200,000.00 173,264.79 658,650.63	
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a - the Student Infrastructure Fee for future capital building projects is included instruction.  be - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  ce - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  ce - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  ce - Starting Nov 4/09 Infrastructure Fee  ce & Amount of Investment-RBC Dominion  confrastructure is with the First Nations Bank  ce - the Student Infrastructure fee was not invested separately from other invest as assumed that the interest rate would be an average of the Fixed Income inv  Description  ED INCOME INVESTMENTS-First Nations Bank  cirst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4313250  cirst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4348888  cirst Nations Bank of Canada Long Term Non-Reedeem 1-5 Years #4354895  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #4348884  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #4348884  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #4354353  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #4354353  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #4354353  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #4354353  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #435833  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #435833  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #435833  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #435833  cirst Nations Bank of Canada Short Term Reedeem 1-365 Days #435833	Interest Rate  ments so estments.  Interest Rate  1.550% 1.600% 1.400% 1.400% 1.400% 1.400% 1.400% 1.150%	Maturity Date  March 21, 2019 May 8, 2019 September 4, 2019 October 22, 2019 November 7, 2019 June 23, 2019 March 4, 2019 January 18, 2019 November 9, 2019		Increases	Decreases	3,685,818.20  Total Interest  Market Value  200,000.00 200,000.00 200,000.00 200,004.80 173,264.79 658,650.63 75,167.05 323,879.28	
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TAL INVESTMENTS AS OF DECEMBER 31, 2018 - RBC Dominion  te - the Student Infrastructure Fee for future capital building projects is included estments.  te - Starting Nov 4/09 Infrastructure is invested through TD First Nations.  erest on Building Infrastructure Fee te & Amount of Investment-RBC Dominion Infrastructure is with the First Nations Bank  te - the Student Infrastructure fee was not invested separately from other invest was assumed that the interest rate would be an average of the Fixed Income inv	Interest Rate  ments so estments.  Interest Rate  1.550% 1.550% 1.600% 1.400% 1.400% 1.400% 1.150% 1.150% 1.250% 1.250% 1.350%	Maturity Date  March 21, 2019 May 8, 2019 September 4, 2019 October 22, 2019 November 7, 2019 January 18, 2019 January 18, 2019 January 7, 2019 February 7, 2019 February 7, 2019		Increases	Decreases	3,685,818.20  Total Interest  Market Value  200,000.00 200,000.00 200,000.00 200,004.80 173,264.79 658,650.63 75,167.05 323,879.28 110,000.00 110,000.00 110,000.00	

USSU 2019-2020 Bud	lget	
Capital Purchases		
<u>Department</u>	<u>Description</u>	<u>Amount</u>
Admin	4 - iMacs	8,933.68
Facilities	1 - iMac	2,233.42
Facilities	Commercial Automatic Scrubber	11,712.75
Facilities	Sound Equipment	1,016.52
Louis'	Deepfryer	1,584.70
Louis'	Charbroiler	3,169.40
Louis' Entertainment	Sound Equipment	4,249.48
XL Design	Pouch Laminator	975.21
XL Design	Tabletop Electric Punch	5,506.70
XL Design	Handy Paper Drill	2,458.33
TOTAL	Capital Budget for 2019-2020	41,840.19

			USSU-IT	Services			
<b>Purchase</b>							
5 new iMa	cs as per IT	Purchase	Plan				
Purpose							
Replace c	omputers in	Accountin	g (2), Facil	ities and IT	Services (2	2)	
<u>Purchase</u>	<b>Price</b> 0 plus \$632						
<b>Consuma</b> \$526.75 G	ble Costs						
Service/M	laintenance	e/Warrantv	Costs				
	ces include			opleCare e	xtended wa	arranty for th	ne five
Rational							
See the at	tached IT P	urchase Pl	an for deta	ils.			

		2420	- FOR THE YEA	 

USSU-Facilities								
Purchase:								
700 XTT Hurricane Series - Commercial A	utomatic Sc	rubber						
Purpose								
To efficiently clean the tile floors throughout	ıt Upper and	Lower Pla	ce Riel.	1				
Purchase Price								
Machine: \$10,500.00 plus \$630.00 PST		1						
Conginency of 5% (quote is good for 30 da	ays)							
Total: \$12,237.75 including taxes and con	• ,							
Consumable Costs								
\$525.00 GST								
Service/Maintenance/Warranty Costs								
Tank for 10 years from cracks/corrosion. I	Parts for 3 v	agre for any	defects L	ahour for				
1 year. Electrical components for 1 year.								
Dustbane has a local technician on staff th								
beneficial to minimize any downtime.				·····				
,								
Rational								
Rational  Place Riel Main and Lower Levels consist common space that is cleaned every single								

enough to the porous mopping. However and to motion. O readily ava	clean. A pendoles, as well aving a proper on the second current in the second current current in the second current cu	owered autovell as decroper commostaff membernachine hander throug	o-scrubber reases the I ercial macher's body from the second of the suppliers.	is needed ength of tir nine helps som doing it end of life ( This new	to clean the it would save on ting all by mop (10 years) machine I	ne and also and repet and parts a	to get in et alleviat itive re not scrub p	nto tes
				RIINGFT -	FOR THE VE	AR ENDING AF	RII 30 2	วกวก

			USSU-F	acilities			
Purchase	:						
Sound Eq	uipment						
Purpose							
Purchase							
\$80.00, Ca	New Blue able Mic \$3 3.98 plus \$5	5.00, K&M					JIE AC
ו טומו ששטנ	o.ao pius 43	1.54 F.5 I					
Consuma	ble Costs						
\$47.95 GS						I	
Contino	laintanana	1/Marrasst	Costs				
Service/IV	laintenance	ervvarranty	CUSIS				
Rational							
The North	Concourse	is a booka	ble event s	pace and a	t times hos	ts events th	nat
				d work with			

sound, but over time, this has become more costly, and at times unavailable to									
book. This sound equipment would be for North Concourse events only. It would be									
used for events which the USSU hosts and also available for rent (at a fee) to other									
groups using the space.									

BUDGET - FOR THE YEAR ENDING APRIL 30, 2020

			ussu	-Louis'			
Purchase:							
Frymaster De	ep Fryer		1			1	1
_							
Purpose	6.6.11.						
Replacement	of failing deepf	ryer at Louis'					
			T.	1	1	T.	T.
Purchase Pri							
\$1,495 plus \$	89.70 PST = \$1	L,584.70					
Consumable	Costs						
\$74.75 GST			1	'		1	1
Service/Main	tenance/Warra	anty Costs					
1 Year Warra							
			1			1	1
Rational							
Louis' deepfry	er has been ha	ving issues ho	lding temperat	ure and repair	costs are beco	ming difficult to	manage.
	nit is well over a						
deepfryer give	en the volume o	of items cooked	d in the units in	cluding french	fries, chicken fi	ingers, and oni	on rings.
				-			-

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		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
		DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU

Purchase: Quest 36" Modular Charbroiler  Purpose Replacement of failing charbroiler in Louis' kitchen.  Purchase Price 82,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs 8149.50 GST  Service/Maintenance/Warranty Costs Dine year warranty.  Rational  Outs' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and service would be in excess of \$2500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken, steak, and more the menu and catering menus.				USSU	-Louis'			
Quest 36" Modular Charbroiler  Purpose  Replacement of failing charbroiler in Louis' kitchen.  Purchase Price  \$2,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs  \$149.50 GST  Service/Maintenance/Warranty Costs  One year warranty.  Rational  Louis' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and service would be in excess of \$2,500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grail to cook items such as burgers, chicken, that will perform correctly and be under warranty. Louis' uses the grail to cook items such as burgers, chicken, that will perform correctly and be under warranty. Louis' uses the grail to cook items such as burgers, chicken, the such as burgers are such as burgers, the such as burg								
Purchase Price 62,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs 6149.50 GST  Service/Maintenance/Warranty Costs One year warranty.  Rational  Louis' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and service would be in excess of \$2500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the guilt to cook items such as burgers, chicken,								
Purchase Price E2,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs E349.50 GST  Cational  Louis' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and twill perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken,	Quest 36" Mo	dular Charbroil	er					
Purchase Price E2,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs E349.50 GST  Consumable Costs Consum	<b>D</b>							
Purchase Price  \$2,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs  \$149.50 GST  Service/Maintenance/Warranty Costs  One year warranty.  Rational  Louis' current charbroller requires numerous repairs to keep it in full operational order. The repair costs with parts and service would be in excess of \$2500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken,		af failing along		Litalasa				
Consumable Costs E149.50 GST  Service/Maintenance/Warranty Costs Dne year warranty.  Rational _ouis' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and service would be in excess of \$2500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken,	Replacement	of failing charb	roller in Louis	kitchen.				
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Service/Maintenance/Warranty Costs  One year warranty.  Rational Louis' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and service would be in excess of \$2500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken,								
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and service would be in excess of \$2500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken,		charhroiler reg	Liires numerou	s renaire to ke	en it in full one	rational order	The repair cos	te with narte
hat will perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken,								
And more the mone and eatering mental.					.ccc and grill to	Son nome suc	as bargers, t	o. norton,
	Joean, and me	ne the mend at	ia catering inc	1143.				

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		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
		DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU

			USSU-	-Louis'			
Purchase:							
Louis' Sound I	Equipment for (	Concerts and S	Special Events				
Purpose							
Replacement	equipment incl	uding portable	speakers, mixe	er, hazer, and s	sound accesso	ries.	
Daniela de a Duit							
Purchase Pri			) F)/ ()	Covers: 181.9	0. \/   14.6	14014114	<b>*</b> 440 O = 4= ==
case for speal	kers, mixer, sta ıad boxes: \$14	nds, and cablin	ng: \$850, Anta	ari F380 Hazer: e stands: \$375	\$620, 4 x Fog	Fluid: \$91.96	, 4 x Power
Consumable	Costs						
	tenance/Warra						
All items carry	a one year wa	rranty.					
Pational							
Rational	e cound oquipa	ent for the yer	ious avants the	t take place in	the venue incl	uding the petic	Our current
powered spea	kers and 12 ch concerts, speak	annel mixer ha king events in t	ave reached the he private func	eir end of life a	fter 11 years. den, and for ev	The speakers ents on the pa	are used for tio. The

Louis' requires sound equipment for the various events that take place in the venue including the patio. Our current powered speakers and 12 channel mixer have reached their end of life after 11 years. The speakers are used for stage fills for concerts, speaking events in the private function room and den, and for events on the patio. The hazer is used to accentuate lighting for concerts as well as many other special events. Our current hazer no longer functions automatically and cannot be used in its current state. The additional equipment is a replenishment of stands, and cables as our current supply has been depleted over the past 11 years without significant investment. Louis' management feels that this equipment is necessary in order to execute the various events that are held on a regular basis at Louis' and Louis' Loft.

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		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
		DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU

			USSU-XL Pr	int & Design			
Purchase:							
	Pouch Laminato	)r					
Ollia-NO 13 T	ouch Lammato	/I					
Purpose							
	of failed pouch	laminator.					
<b>Purchase Pri</b>	ce						
\$928.78 plus	\$55.72 PST = \$	975.21					
					I	I	
0	0						
\$46.43 GST	Costs						
Φ40.43 GS1							
Service/Main	tenance/Warra	antv Costs					
One year war		,					
	•						
Rational							
XL's pouch la	minator that the	ey inherited from	n the Informati	on Centre quit	working this pa	ast year. XL h	as a full scale
This profession	achine, but it is v onal quality pou	very memcient ch laminator w	to use for sma	II JODS as there	is wasieu prot mnlete small la	auct and pricing	more quickly
and at a much		ciriaminator w	odia allow tric	operation to ce	impicte small it	armating jobs	inore quickly
I							

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		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
		DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU

Purpose Replacement of failed coil binding equipment  Purchase Price B5,195 plus \$311.70 PST = \$5,506.70  Consumable Costs B257.75 GST  Service/Maintenance/Warranty Costs  Three year warranty.  Rational KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but gi he equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. pinding per year and in house equipment is needed in order to or clients.	& Design		
Purpose Replacement of failed coil binding equipment  Purchase Price B5,195 plus \$311.70 PST = \$5,506.70  Consumable Costs B257.75 GST  Service/Maintenance/Warranty Costs  Three year warranty.  Rational  KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but gind is a more industrial model than our previous equipment binding per year and in house equipment is needed in order to roder			
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Consumable Costs  \$257.75 GST  Service/Maintenance/Warranty Costs  Three year warranty.  Rational  XL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but gi he equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to the served the operation well.			
Consumable Costs  \$257.75 GST  Service/Maintenance/Warranty Costs  Three year warranty.  Rational  XL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but gi he equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to the served the operation well.			
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and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order t	ven the volume of coil bind	ding done at the	e operation,
pinding per year and in house equipment is needed in order t			
UI GIICHIS.	o turn around orders quick	лу апа кеер со	sis anordable

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		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
		DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU

			USSU-XL Pr	rint & Design			
Purchase:							
Challenge Ha	ndy Paper Drill			I			
Divino a a a							
Purpose	of outdated pa	nor drill					
Replacement	oi outuateu paj	per unii					
Purchase Pri	ce						
	s \$139.15 PST	= \$2,458.33					
		,					
Consumable	Costs						
\$115.95 GST		1	1	'	1	1	
Service/Main	tenance/Warra	anty Costs					
One year war							
Rational	1				<u> </u>		
XL's current p	aper drill if from	the 1970's ar	id replacement	parts are no l	onger available	for the equipm	ient. There is
is required to	produce bookle	ine unii nas na its for the hook	store and man	v other clients	we will have no	option for repa	uis. The utili
lis required to	produce bookie	,13 101 the 500k	Store and man	ly office chemis	•		

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		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
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	Account Name/Dept: Interest Revenue-Admin.	
Detail/Analysis of what items v	will be coded to this account &/or calculation of annual total:	
Interest on Investments per att		27,594
Interest on Chequing Account		5,077
Total for the year:		32,67
ccount #: 100-4180-00	Account Name/Dept: Insurance Fee Revenue-Admin.	
Detail/Analysis of what items v	will be coded to this account &/or calculation of annual total:	
Campus Clubs/Societies insur	ance fees based on actual to December 31, 2018 and estimated up t	1
Total for the year:		4,300
ccount #: 100-4300-00	Account Name/Dept: Student Fee Revenue-Admin.	
Detail/Analysis of what items v	will be coded to this account &/or calculation of annual total:	
	8 ( 1% administration fee retained by the University.)	
Total for the year:		1,557,64
ccount #: 100-5010-00	Account Name/Dept: Audit Fee Expense-Admin.	
Quote per KPMG - Audit	will be coded to this account &/or calculation of annual total:	
•		25,485
Total for the year:		25,460
<u> </u>	Account Name/Dept: Bank Charge Expense-Admin.	25,460
ccount #: 100-5030-00	Account Name/Dept: Bank Charge Expense-Admin.	25,460
ccount #: 100-5030-00  Detail/Analysis of what items v	will be coded to this account &/or calculation of annual total:	
Detail/Analysis of what items value (Internet Banking	vill be coded to this account &/or calculation of annual total: Fee)	2,564
Detail/Analysis of what items value Activity Fee (Internet Banking Other-deposit bags (\$30/100)	will be coded to this account &/or calculation of annual total: Fee) bags), VISA Credit Card Fees, and other misc. bank charges.	2,56 <sup>2</sup> 722
Detail/Analysis of what items value Activity Fee (Internet Banking Other-deposit bags (\$30/100)	vill be coded to this account &/or calculation of annual total: Fee)	2,564
Detail/Analysis of what items vactivity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 rate Total for the year:	will be coded to this account &/or calculation of annual total: Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)	2,564 722 4,966 8,252
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 to Deposit pickups (\$827.53 * 2 recount #: 100-5090-00	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges.  months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A	2,564 722 4,966 8,252
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 to Deposit pickups (\$827.53 * 2 recount #: 100-5090-00  Detail/Analysis of what items verification Deposit pickups (\$827.50 * 2 recount #: 100-5090-00	will be coded to this account &/or calculation of annual total: Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)	2,564 722 4,966 8,252 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 to Deposit pickups (\$827.53 * 2 recount #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:	2,564 722 4,966 8,252 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Ccount #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August)	2,564 722 4,966 8,252 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Ccount #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/fi	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers)	2,564 722 4,966 8,252 dmin.
Detail/Analysis of what items von Activity Fee (Internet Banking Other-deposit bags (\$30/100 lago (\$827.53 * 2 r Total for the year:  Count #: 100-5090-00  Detail/Analysis of what items von Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/Maintenance Agreement (Dyr	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers)	2,564 722 4,966 8,252 dmin. 100,688 6,594 752 3,593
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Ccount #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/fi	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers)	2,564 722 4,960 8,255 dmin.
Detail/Analysis of what items von Activity Fee (Internet Banking Other-deposit bags (\$30/100 lago (\$827.53 * 2 r Total for the year:  Count #: 100-5090-00  Detail/Analysis of what items von Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/Maintenance Agreement (Dyr	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers)	2,56 72 4,96 8,25 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Count #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/Maintenance Agreement (Dynamics Total for the year:	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers) namics and 6-Filemaker)  Account Name/Dept: Conference Expense-Admin.	2,56 72: 4,96 8,25: dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Count #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/Maintenance Agreement (Dynamics Total for the year:	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers) namics and 6-Filemaker)  Account Name/Dept: Conference Expense-Admin.  will be coded to this account &/or calculation of annual total:	2,56 72: 4,96 8,25: dmin.

Per Diem of \$65 is based on F	Avion points.  Federal Government policy.		
Total for the year:			30,000
count #: 100-5150-00	Account Name/Dept:	Contract Labour Expense-Admim.	
Detail/Analysis of what items v	vill be coded to this account &/o	r calculation of annual total:	
Secret Shopper Program			
Total for the year:			1,500
ccount #: 100-5170-00	Account Name/Dept:	Copier Expenses-Admin.	
	vill be coded to this account &/o		
	supplies. Based on actual to De	ecember 31, 2018 and estimated up to	
Total for the year:			2,003
ccount #: 100-5200-00	Account Name/Dept:	Depreciation Expense-Admin.	
Detail/Analysis of what items v	vill be coded to this account &/o	r calculation of annual total:	
Total for the year:			6,076
•	vill be coded to this account &/o on actual to December 31, 2018		
Total for the year:	,		1,437
ccount #: 100-5240-00	Account Name/Dept:	Equipment & Equip. Maint. Expense	-Admin.
-	vill be coded to this account &/o		
	31, 2018 and estimated up to A	pril.	
Total for the year:			50
ccount #: 100-5320-00	Account Name/Dept:	Hiring Expenses-Admin.	
Detail/Analysis of what items v	vill be coded to this account &/o		
Detail/Analysis of what items v 3 hires as necessary @ \$700	vill be coded to this account &/o		
Detail/Analysis of what items v 3 hires as necessary @ \$700 Now includes all staff hiring, n	vill be coded to this account &/o		0.400
Detail/Analysis of what items v 3 hires as necessary @ \$700	vill be coded to this account &/o		2,100
3 hires as necessary @ \$700 Now includes all staff hiring, n	vill be coded to this account &/o		2,100
Detail/Analysis of what items volumes as necessary @ \$700 Now includes all staff hiring, notal for the year:  Account #: 100-5340-00	will be coded to this account &/o each. ot just Administration  Account Name/Dept:	r calculation of annual total:  Insurance Expense-Admin.	2,100
Detail/Analysis of what items of 3 hires as necessary @ \$700 Now includes all staff hiring, notal for the year:  Account #: 100-5340-00  Detail/Analysis of what items of the staff what items of the	will be coded to this account &/o each. ot just Administration  Account Name/Dept: will be coded to this account &/o	r calculation of annual total:  Insurance Expense-Admin.	2,100
Detail/Analysis of what items value 3 hires as necessary @ \$700 Now includes all staff hiring, nalue 1 Total for the year:  ccount #: 100-5340-00	will be coded to this account &/o each. ot just Administration  Account Name/Dept: will be coded to this account &/o	r calculation of annual total:  Insurance Expense-Admin.	2,100

Boiler & Machinery	,	1,674
	Boiler & Machinery	
Commercial General Liability		
Directors & Officers, Employment Practise Liability & Crime (EPL)		
Sports Injury Accidental Death & Dismemberment		
Total for the year:		66,688
•		
count #: 100-5350-00	Account Name/Dept: Janitorial Expense-Admin.	
	s will be coded to this account &/or calculation of annual total:	
Per Schedule #4		
Total for the year:		33,144
count #: 100-5370-00	Account Name/Dept: Legal Fee Expense-Admin.	
Detell/Amelias 5 1 1 1	and the second of the third second of the se	
-	s will be coded to this account &/or calculation of annual total:	- t'
_	ated to labor relations, contract reviews, admin, annual general me	eting,
consulting (excludes lease	contracts) as required.	11 000
Total for the year:		11,000
count #: 100-5400-00	Account Name/Dept: Meeting Expenses-Admin.	
υσαιτι π. 100-0400-00	Account Name/Dept. Miceting Expenses-Admin.	
Dotail/Analysis of what itom	s will be coded to this account &/or calculation of annual total:	
	red for all Administration staff and committees.	300
Total for the year:		300
Total for the year.		300
<u> </u>	Account Name/Dent: Membership Evpense Admin	300
	Account Name/Dept: Membership Expense-Admin.	300
count #: 100-5410-00		300
count #: 100-5410-00  Detail/Analysis of what item	s will be coded to this account &/or calculation of annual total:	300
Detail/Analysis of what item  Assoc. of Managers in Cnd.		
count #: 100-5410-00  Detail/Analysis of what item	s will be coded to this account &/or calculation of annual total:	850
Count #: 100-5410-00  Detail/Analysis of what item  Assoc. of Managers in Cnd.	s will be coded to this account &/or calculation of annual total:	
count #: 100-5410-00  Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:	s will be coded to this account &/or calculation of annual total:  Colleges & University Student Centers,	850
Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:	s will be coded to this account &/or calculation of annual total:	850
Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:	s will be coded to this account &/or calculation of annual total:  Colleges & University Student Centers,  Account Name/Dept: Office & General Expense-Adm	850
Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item	s will be coded to this account &/or calculation of annual total:  Colleges & University Student Centers,  Account Name/Dept: Office & General Expense-Adr	850
Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Office & General Expense-Adres will be coded to this account &/or calculation of annual total: Siber 31, 2018 and estimated up to April with a 5% increase.	850
Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper	s will be coded to this account &/or calculation of annual total:  Colleges & University Student Centers,  Account Name/Dept: Office & General Expense-Adr	850 nin.
count #: 100-5410-00  Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Office & General Expense-Adres will be coded to this account &/or calculation of annual total: Siber 31, 2018 and estimated up to April with a 5% increase.	850
count #: 100-5410-00  Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Office & General Expense-Adres will be coded to this account &/or calculation of annual total: Siber 31, 2018 and estimated up to April with a 5% increase.	850 nin.
count #: 100-5410-00  Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Office & General Expense-Adres will be coded to this account &/or calculation of annual total: Siber 31, 2018 and estimated up to April with a 5% increase.	850 nin.
count #: 100-5410-00  Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Office & General Expense-Adres will be coded to this account &/or calculation of annual total: Siber 31, 2018 and estimated up to April with a 5% increase.	850 nin.
Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:	Account Name/Dept: Office & General Expense-Admis will be coded to this account &/or calculation of annual total:  Office & General Expense-Admis will be coded to this account &/or calculation of annual total:  See 31, 2018 and estimated up to April with a 5% increase.  Trations and centres are included in this line.	850 nin.
Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:	Account Name/Dept: Office & General Expense-Admis will be coded to this account &/or calculation of annual total:  Office & General Expense-Admis will be coded to this account &/or calculation of annual total:  See 31, 2018 and estimated up to April with a 5% increase.  Trations and centres are included in this line.	850 nin.
Count #: 100-5410-00  Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  Count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:  Count #: 100-5480-00  Detail/Analysis of what item	Account Name/Dept: Office & General Expense-Admiss will be coded to this account &/or calculation of annual total:  Office & General Expense-Admiss will be coded to this account &/or calculation of annual total: Siber 31, 2018 and estimated up to April with a 5% increase.  rations and centres are included in this line.  Account Name/Dept: Professional Dev./Wellness Expenses in the code of the code o	850 nin.
Detail/Analysis of what item Assoc. of Managers in Cnd. Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:  count #: 100-5480-00  Detail/Analysis of what item Reimbursement for Profess	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  aber 31, 2018 and estimated up to April with a 5% increase.  Account Name/Dept: Professional Dev./Wellness Expense included in this line.	nin.  850  8,034  spense-Admin.

Property & Business Interruption

22,378

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #5 (included in Facilities)	-
Misc. Repairs	100
Total for the year:	100
count #: 100-5550-00 Account Name/Dept: Salaries/Wages & Benefits Expense-Add	min.
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Salaries, Wages, Benefits and CPI adjustments for all administration staff.	
Total for the year:	839,018
count #: 100-5580-00 Account Name/Dept: Staff Welfare/Apprec. Expense-Admin.	
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Staff congratulations, thank you's, condolences, etc.	1,250
Executive going away gift, picture and frames (\$200.00 x 4), and catering	1,300
Staff long-service recognition awards	1,500
Social Committee Funds	1,500
Christmas party expenses for all Executive and FT,PPT,LTFT staff (110 staff @ \$35.00/person).	3,850
Total for the year:	9,400
count #: 100-5630-00 Account Name/Dept: Telephone Expense-Admin.  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:	8,594
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.	8,594
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Account Name/Dept: Training Expense-Admin.	8,594
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Fotal for the year:  Ount #: 100-5640-00	8,594
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Ount #: 100-5640-00	
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Ount #: 100-5640-00	1,500 3,000
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Fotal for the year:  Ount #: 100-5640-00	1,500
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Fotal for the year:  Ount #: 100-5640-00	1,500 3,000
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Count #: 100-5640-00	1,500 3,000 750
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Count #: 100-5640-00	1,500 3,000 750 400
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Resource materials and meeting expenses for HR Team to provide training to staff on topics such as conflict resolution, time management, stress management, etc.  Dynamics Training - 2 people  First Aid Training: 5 people @ \$150 each  Senior Managers Midyear Retreat  Annual Retreat expenses includes professional consultants (teambuilding), food, etc. (\$110)*26 staff  Total for the year:	1,500 3,000 750 400 2,860
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Resource materials and meeting expenses for HR Team to provide training to staff on topics such as conflict resolution, time management, stress management, etc.  Dynamics Training - 2 people  First Aid Training: 5 people @ \$150 each  Senior Managers Midyear Retreat  Annual Retreat expenses includes professional consultants (teambuilding), food, etc. (\$110)*26 staff  Total for the year:  Travel Expense-Admin.	1,500 3,000 750 400 2,860
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Count #: 100-5640-00	1,500 3,000 750 400 2,860
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Count #: 100-5640-00  Account Name/Dept: Training Expense-Admin.  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Resource materials and meeting expenses for HR Team to provide training to staff on topics such as conflict resolution, time management, stress management, etc.  Dynamics Training - 2 people  First Aid Training: 5 people @ \$150 each  Senior Managers Midyear Retreat  Annual Retreat expenses includes professional consultants (teambuilding), food, etc. (\$110)*26 staff  Total for the year:	1,500 3,000 750 400 2,860

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:		
Per schedule #6		
Total for the year:	31,143	

Account #: 200-4150-00

Account Name/Dept Housing Registry Revenue-Admin.-Housing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sales for housing ads. Based on actual to December 31, 2018 and estimated up to April.

Total for the year:

4,572

Account #: 200-5030-00 Account Name/Dept Bank Charges Expense-Admin.-Housing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sales for housing ads. Based on actual to December 31, 2018 and estimated up to April.

Total for the year:

Account #:	140-5000-00	Account Name/Dept:	Advertising Expense-Comm.	
Dotail/An	alysis of what items will be c	adad to this account 8/a	r calculation of annual total:	
	ck Page (\$510.20 x 29 week		Calculation of annual total.	14,796
Banners	CK 1 age (\$510.20 x 25 Week			500
	acebook posts, general US	SI Ladvertising)		1,200
Total for t	•	oo aavertionig)		16,496
Account #:	140-5090-00	Account Name/Dept:	Computer Maintenance Expen	se-Comm.
	alysis of what items will be c		r calculation of annual total:	0
	eative Cloud, Website Caler		neito Hoeting	1,404
	nance Agreements (Filemak		Osite Hosting	305
•		51 <i>)</i>		1,709
Total for t	ne year.			1,709
Account #:	140-5150-00	Account Name/Dept:	Contract Labour Expense-Con	nm.
Detail/Ana	alysis of what items will be c	oded to this account &/oi	r calculation of annual total:	
Student L	abour for Buzz Board Updat	tes (35 updates x \$40)		
Total for t	he year:			1,400
Detail/Ana	140-5200-00  alysis of what items will be c	•	Depreciation Expense-Comm.	
•	hedule #3			
Total for t	he year:			1,846
Account #:	140-5410-00	Account Name/Dept:	Membership Expenses-Comm	1.
Detail/Ana	alysis of what items will be c	oded to this account &/or	r calculation of annual total:	
Internatio	nal Association of Business	Communicators (IABC)		
Total for t	he year:			325
Account #:	140-5430-00	Account Name/Dept:	Office & General Expense-Cor	mm.
Detail/Ana	alysis of what items will be c	oded to this account &/o	r calculation of annual total:	
	oplies and Courier.			
Total for t	•			100
Account #:	100-5600-00	Account Name/Dept:	Subscription Expense-Comm.	
_Detail/Ana	alysis of what items will be c	oded to this account &/oı	r calculation of annual total:	
Star Phoe	-			
Total for t				438
	, 56			

	will be coded to this account &/or calculation of annual total:	
	s amount incorporates an occupancy cost for space	
occupied by commercial tena	nts.	202.050
Total for the year:		392,959
Account #: 180-4250-20	Account Name/Dept: Occupancy Rent Revenue-Fa	acilities
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:	
	or Lower Place Riel and the MUB buildings.	
Includes: Sheaf, International	Students & Study Abroad Centre, Health &	
Dental Office, Multifaith and L	J of S third, fourth and penthouse floor.	
Total for the year:		286,404
Account #: 180-4250-30	Account Name/Dept: Percentage Rent Revenue-Fa	acilities
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:	
Percentage rent payments fro		
Total for the year:		211,300
Account #: 180-4250-00	Account Name/Dept: Room/Space Rent Revenue-	Facilities
	· · · · · · · · · · · · · · · · · · ·	1 aciiilics
	will be coded to this account &/or calculation of annual total:	
This covers Imaginus space r	ental , North Concourse and the Roy Romanow	
Total In Kind, \$2,005 (27, Co	omnua Cluba haakinga)	
Total In-Kind: \$3,085 (27 - Ca		
	dant aroune who nartaka in HSSH avant waake lika	
	dent groups who partake in USSU event weeks like	
	eek, Mental Health Awareness or with Student Health events.	11,550
Pride week, Sexual Health we Total for the year:	eek, Mental Health Awareness or with Student Health events.	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00	eek, Mental Health Awareness or with Student Health events.  Account Name/Dept: Advertising Expense-Facilitie	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total:	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads to	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise	S
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads to	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads to Total for the year:  Account #: 180-5030-00	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads 1 Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads 1 Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total:	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads to Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items This covers commissions ded	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total:	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads 1 Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items This covers commissions ded Visa and Debit.  Total for the year:	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total:	1,000 lities 3,825
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items: This covers an advertisement tenants, or Star Phoenix ads for the year:  Account #: 180-5030-00  Detail/Analysis of what items: This covers commissions ded Visa and Debit. Total for the year:  Account #: 180-5090-00  Detail/Analysis of what items:	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total: lucted due to tenants paying rent with Mastercard,  Account Name/Dept: Computer Maintenance Expense-Facilities will be coded to this account &/or calculation of annual total:	1,000 lities 3,825
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items: This covers an advertisement tenants, or Star Phoenix ads to Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items: This covers commissions ded Visa and Debit. Total for the year:  Account #: 180-5090-00	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total: lucted due to tenants paying rent with Mastercard,  Account Name/Dept: Computer Maintenance Expense-Will be coded to this account &/or calculation of annual total: din Admin	1,000 lities 3,825

<u>000</u> ant #.	180-5200-00	Account Name/Dept: De	preciation Expense-Facilities	
Detail/Δn	nalysis of what items v	vill be coded to this account &/or cal	culation of annual total:	
Per Sche		The bodoca to this account with car		
	the year:			15,406
Account #:	180-5240-00	Account Name/Dept: Eq	uipment Maint. Expense-Facilitie	es
		vill be coded to this account &/or cal		
		December 31, 2018 and estimated		4,975
		is vacuum cleaner repairs, floor was		
	the year:	arts for equipment and food court tr	ays.	4,975
Total loi	tile year.			1,070
Account #:	180-5350-00	Account Name/Dept: Jai	nitorial Expense-Facilities	
Detail/An	nalysis of what items v	vill be coded to this account &/or cal	culation of annual total:	
Per Sche	edule #4 (Janitorial sa	laries and supplies)		
Total for	the year:			232,207
Account #:	180-5370-00	Account Name/Dept: Le	gal Fee Expense-Facilities	
Detail/An	nalveis of what items v	vill be coded to this account &/or cal	culation of annual total:	
	-	regarding leases or other facility legi		
	•	nis amount is increased from last ye		
	the year:			3,000
			<u></u>	•
Account #:	180-5400-00	Account Name/Dept: Me	eting Expense - Facilities	
Detail/An	nalysis of what items v	rill be coded to this account &/or cal	-	
Detail/An	nalysis of what items v	rill be coded to this account &/or cal	-	
Detail/An	nalysis of what items v	rill be coded to this account &/or cal	-	350
Detail/An Bi-annua Total for	nalysis of what items v	vill be coded to this account &/or cal	-	
Detail/An Bi-annua Total for	nalysis of what items val Janitorial meeting arthe year:	vill be coded to this account &/or cal	culation of annual total:	
Detail/An Bi-annua Total for  Account #:  Detail/An Internation	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items valued facilities Manage	vill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Med vill be coded to this account &/or call rs Association Membership @ \$400	culation of annual total:  mbership Fee Expense-Facilitie culation of annual total:	
Detail/An Bi-annua Total for  Account #:  Detail/An Internation	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items valued facilities Manage	vill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Med vill be coded to this account &/or call	culation of annual total:  mbership Fee Expense-Facilitie culation of annual total:	
Detail/An Bi-annua Total for Account #:  Detail/An Internation	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items valued facilities Manage	vill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Med vill be coded to this account &/or call rs Association Membership @ \$400	culation of annual total:  mbership Fee Expense-Facilitie culation of annual total:	
Detail/An Bi-annua Total for Account #: Detail/An Internation members Total for	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items valued items v	Account Name/Dept: Me will be coded to this account &/or cal ad Lease meetings.  Account Name/Dept: Me will be coded to this account &/or cal ars Association Membership @ \$400 anbership with IFMA Regina.	embership Fee Expense-Facilities culation of annual total:  * 1.25 exchange. This	s 500
Detail/An Bi-annua Total for Account #: Detail/An Internation members Total for Account #:	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val Facilities Manage ship also includes meeting the year:  180-5430-00	Account Name/Dept: Mercount &/or call and Lease meetings.  Account Name/Dept: Mercount &/or call account Membership @ \$400 and the ship with IFMA Regina.  Account Name/Dept: Off	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This	s 500
Detail/An Bi-annua Total for Account #: Detail/An Internation members Total for Account #: Detail/An	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val Facilities Manage ship also includes meeting are the year:  180-5430-00  nalysis of what items values includes meeting also includes meeting are the year:	Account Name/Dept: Menuill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Menuill be coded to this account &/or call rs Association Membership @ \$400 mbership with IFMA Regina.  Account Name/Dept: Officially be coded to this account &/or call will be will be coded to this account &/or call will be will be coded to this account &/or call will be	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This  fice & General Expense-Facilitie culation of annual total:	s 500
Detail/An Bi-annua Total for  Account #:  Detail/An Internation members Total for  Account #:  Detail/An Internation members Total for	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val Facilities Manage ship also includes mention the year:  180-5430-00  nalysis of what items vale year:	Account Name/Dept: Mercount &/or call and Lease meetings.  Account Name/Dept: Mercount &/or call account Membership @ \$400 and the ship with IFMA Regina.  Account Name/Dept: Off	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This  fice & General Expense-Facilitie culation of annual total:	s 500
Detail/An Bi-annua Total for  Account #:  Detail/An Internation members Total for  Account #:  Detail/An Internation members Total for	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val Facilities Manage ship also includes meeting are the year:  180-5430-00  nalysis of what items values includes meeting also includes meeting are the year:	Account Name/Dept: Menuill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Menuill be coded to this account &/or call rs Association Membership @ \$400 mbership with IFMA Regina.  Account Name/Dept: Officially be coded to this account &/or call will be will be coded to this account &/or call will be will be coded to this account &/or call will be	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This  fice & General Expense-Facilitie culation of annual total:	500
Detail/An Bi-annua Total for  Account #:  Detail/An Internation members Total for  Account #:  Detail/An Internation members Total for	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val Facilities Manage ship also includes mention the year:  180-5430-00  nalysis of what items vale year:	Account Name/Dept: Menuill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Menuill be coded to this account &/or call rs Association Membership @ \$400 mbership with IFMA Regina.  Account Name/Dept: Officially be coded to this account &/or call will be will be coded to this account &/or call will be will be coded to this account &/or call will be	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This  fice & General Expense-Facilitie culation of annual total:	500

Based or	alysis of what item actuals to Decem	ber 31, 2018 and estimated up to April.	
XL docke	ets, laminating, etc	·	
Total for	the year:		300
Account #:	180-5480-00	Account Name/Dept: Professional Dev./Wellness E	Evnanca Facilities
CCOunt #.	100-3400-00	Account Name/Dept. 1 Tolessional Dev./Welliless L	Apense-i aciilles
		ns will be coded to this account &/or calculation of annual total:	
		staff reimbursement for health, wellness or education courses	1,950
for union	staff.		
Total for	the year:		1,950
Account #:	180-5510-00	Account Name/Dept: Repairs/Maint. Expense-Facil	lities
Detail/An	alysis of what item	ns will be coded to this account &/or calculation of annual total:	
Per Sche			93,800
Alarm mo	onitors in Place Rie	el and MUB included	
Elevator	Licenses for Place	Riel and MUB included	
Total for	the year:		93,800
	180-5565-00	Account Name/Dept: Signage Expense-Facilities	
Detail/An	alysis of what item	ns will be coded to this account &/or calculation of annual total:	
Detail/An	alysis of what item		
Detail/An	alysis of what item signage as neede	ns will be coded to this account &/or calculation of annual total:	2,500
Detail/An Updating Total for	alysis of what item signage as neede	ns will be coded to this account &/or calculation of annual total:	
Detail/An Updating Total for	alysis of what item signage as needed the year: 180-5630-00	as will be coded to this account &/or calculation of annual total:  d (pillars and exterior building).  Account Name/Dept: Telephone Expense-Facilities	
Detail/An Updating Total for Account #: Detail/An	alysis of what item signage as needer the year:  180-5630-00 alysis of what item	as will be coded to this account &/or calculation of annual total:  d (pillars and exterior building).  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:	
Detail/An Updating Total for  Account #:  Detail/An Telephor	nalysis of what item signage as needer the year: 180-5630-00 nalysis of what item he hardware and lo	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: ang distance for office phones and includes cell phone	
Detail/An Updating Total for Account #: Detail/An Telephor reimburs	nalysis of what item signage as needer the year:  180-5630-00 halysis of what item he hardware and lo ement (\$20 x 7)*12	as will be coded to this account &/or calculation of annual total:  d (pillars and exterior building).  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:	
Detail/An Updating Total for  Account #:  Detail/An Telephor	nalysis of what item signage as needer the year:  180-5630-00 halysis of what item he hardware and lo ement (\$20 x 7)*12	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: ang distance for office phones and includes cell phone	
Detail/An Updating Total for  Account #:  Detail/An Telephor reimburse Total for	nalysis of what item signage as needer the year:  180-5630-00 halysis of what item he hardware and lo ement (\$20 x 7)*12	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: ang distance for office phones and includes cell phone	
Detail/An Updating Total for  Account #:  Detail/An Telephor reimburs Total for	alysis of what item signage as needer the year:  180-5630-00  alysis of what item he hardware and lowement (\$20 x 7)*12 the year:	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: and distance for office phones and includes cell phone 2 months for janitorial staff.	
Detail/An Updating Total for  Account #:  Detail/An Telephor reimburs Total for  Account #:  Detail/An	alysis of what item signage as needed the year:  180-5630-00  alysis of what item he hardware and lowement (\$20 x 7)*12 the year:  180-5670-00  alysis of what item	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: and distance for office phones and includes cell phone 2 months for janitorial staff.  Account Name/Dept: Uniforms Expense-Facilities	
Detail/An Updating Total for  Account #:  Detail/An Telephor reimburs Total for  Account #:  Detail/An	alysis of what item signage as needer the year:  180-5630-00  alysis of what item he hardware and lower the year:  180-5670-00  alysis of what item he hardware and lower the year:	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: and distance for office phones and includes cell phone annual total:  Account Name/Dept: Uniforms Expense-Facilities as will be coded to this account &/or calculation of annual total:	3,420

Account #: 180-5690-00 Account Name/Dept: Utilities Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per Schedule #6 (including air conditioning invoice - Feb)	
Total for the year:	243,036

Account #:	180-5750-00	Account Name/Dept:	Waste Management Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Loraas Disposal Services for waste and recycling from the University.	
Total for the year:	14,982

		Account Name/Dept: Advertising E	xpense-rood Centre
Detail/Ana	alysis of what items w	vill be coded to this account &/or calculation o	of annual total:
Trick or E	at, Fresh Market, and	d general centre advertising.	
Total for t	he year:		1,450
account #:	175-5090-00	Account Name/Dept: Computer Ma	int. Expense-Food Centre
		vill be coded to this account &/or calculation c	of annual total:
	hedule #2 - Included	in Admin	-
File Make	` ''		153
Total for t	he year:		153
account #:	175-5200-00	Account Name/Dept: Depreciation	Expense-Food Centre
		vill be coded to this account &/or calculation o	of annual total:
As per Sc	chedule #3		
Total for t	he year:		100
Account #:	175-5240-00	Account Name/Dept: Equip. & Equi	ip. Maint. Expense-Food Centr
	•	vill be coded to this account &/or calculation o	of annual total:
ID ( ) (			
		uipment needed for events.	
Total for t		uipment needed for events.	100
		uipment needed for events.  Account Name/Dept: Events Exper	100
Total for t	he year: 175-5250-00	Account Name/Dept: Events Exper	100 nse-Food Centre
Total for t	he year:  175-5250-00  alysis of what items w		100 nse-Food Centre of annual total:
Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-food	Account Name/Dept: Events Exper	100 nse-Food Centre of annual total:
Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from	Account Name/Dept: Events Expervill be coded to this account &/or calculation of d program. Costs are offset by Fresh Marke	100 nse-Food Centre of annual total:
Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from	Account Name/Dept: Events Expervill be coded to this account &/or calculation of d program. Costs are offset by Fresh Marke	nse-Food Centre of annual total: t sales 5,425
Total for total for the count #:  Detail/Ana Costs Free and funding Total for the count #:	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00	Account Name/Dept: Events Expervill be coded to this account &/or calculation of d program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's	100  nse-Food Centre  of annual total: t sales  5,425  nense-Food Centre
Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Exp	100  nse-Food Centre  of annual total: t sales  5,425  nense-Food Centre
Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00  alysis of what items weshedule #4	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Exp	100  nse-Food Centre  of annual total: t sales  5,425  nense-Food Centre
Total for t  Account #:  Detail/Ana Costs Fre and fundii Total for t  Account #:  Detail/Ana As per So	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00  alysis of what items weshedule #4	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Exp	nse-Food Centre of annual total: t sales  5,425  eense-Food Centre of annual total: 2,324
Total for total for the count #:  Detail/Ana Costs Free and funding Total for the count #:  Detail/Ana As per So Total for the count #:	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00  alysis of what items weshedule #4 the year:  175-5430-00	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Expervill be coded to this account &/or calculation of the coded to the	100  nse-Food Centre of annual total: t sales  5,425  nense-Food Centre of annual total: 2,324
Total for t  Account #:  Detail/Ana Costs Fre and fundin Total for t  Account #:  Detail/Ana As per So Total for t  Account #:  Detail/Ana As per So Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00  alysis of what items weshedule #4 the year:  175-5430-00	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Expervill be coded to this account &/or calculation of the coded to the coded to this account &/or calculation of the coded to the coded to this account &/or calculation of the coded to the coded to the c	100  nse-Food Centre of annual total: t sales  5,425  nense-Food Centre of annual total: 2,324

Account #:	175-5430-00	Account Name/Dept: Office & Gener	al Expense-Food Centre
Detail/An	alveis of what items	will be coded to this account &/or calculation of	annual total:
		ds, printer cartridges, pens, and pencils	
		us, printer cartiluges, pens, and pencils	95
Total for t	ne year.		95
ccount #:	175-5510-00	Account Name/Dept: Repairs & Mair	ntenance ExpS.S-Food Centre
Detail/Δn:	alveis of what items y	will be coded to this account &/or calculation of	annual total:
	chedule #5 - Included		
Total for t			-
Account #:	175-5550-00	Account Name/Dept: Salaries, Wage	es & Benefits ExpS.S-Food Cer
		will be coded to this account &/or calculation of	annual total:
		9% time (15 hrs/week for two weeks August),	
	(20hrs/week Septer		
	extra in December a	па Аргіі.	12.454
Total for t	ne year:		13,454
Account #:	175-5580-00	Account Name/Dept: Staff Welfare/A	pprec. Expense-Food Centre
Detail/∆n:	alvsis of what items y	will be coded to this account &/or calculation of	annual total:
	•	eer (Based on 15 volunteers)	
Total for t	_		225
Account #:	175-5630-00	Account Name/Dept: Telephone Exp	ense-Food Centre
Detail/Ana	alysis of what items	will be coded to this account &/or calculation of	annual total:
Telephon	e hardware. Based o	on actual to December 31, 2018 and estimated	up to Apr <u>il.</u>
Total for t	he year:		456
Account #:	175-5640-00	Account Name/Dept: Training Expen	se-Food Centre
Dotoil/An	alvaia of what itoma	will be ended to this account 9 for calculation of	annual total:
		will be coded to this account &/or calculation of /olunteer (15 volunteers), \$10/volunteer (5 volu	
		I training such as ASIST and Food Safe.	meers)
Total for t		ii ii aiiiiiig sucii as ASIST allu FUUU Sale.	625
TOLAL IOL	ne year.		023
Account #:	175-5710-00	Account Name/Dept: Volunteer Appr	eciation Expense-Food Centre
	_	will be coded to this account &/or calculation of	
USSU Git	ft Cards for voluntee	rs based on points accumulated for hours volun	
Total for t	he year:		330
Account #:	175-5690-00	Account Name/Dept: Utilities Expens	se-Food Centre

Detail/Analysis of what items will be coded to this account	&/or calculation of annual total:
As per Schedule #5	
Total for the year:	2,156

Account #:	190-5000-00	Account Name/Dept:	Advertising Expens	se-Help Cntr.
Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
Advertisii	ng covers "volunteers re	equired" posters, Survival	Calendar,	
Sheaf, Co	entre postcards and ger	neral centre poster/banner	advertising.	
Total for	the year:			1,600
Account #:	190-5090-00	Account Name/Dept:	Computer Maint. E	Expense-Help Cntr.
Detail/An	alvsis of what items will	be coded to this account	&/or calculation of a	nnual total:
	dule #2 - Included in Ad			-
Total for				-
Account #:	190-5110-00	Account Name/Dept:	Condom Expense-	-Help Cntr.
Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
Based or	Help Centre share of t	wo condom buys through	out the year.	
Total for	the year:			400
Account #:	190-5120-00	Account Name/Dept:	Conference Expen	nse-Help Cntr.
Detail/An	alvsis of what items will	be coded to this account	&/or calculation of a	nnual total:
	•	nd a relevant conference.	aron cancalation of a	
Total for		is a relevant conference.		100
Account #:	190-5200-00	Account Name/Dept:	Depreciation Expe	nse-Help Cntr.
_Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
Per sche	dule #3			
Total for	the year:			487
Account #:	190-5240-00	Account Name/Dept:	Equip. & Equip. Ma	aint. Expense-Help Cntr.
_Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
For equip	ment rental due to ever	nts or speakers.		
Total for	the year:			100
Account #:	190-5250-00	Account Name/Dept:	Events/Speakers E	Expense-Help Cntr.
Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
Event co	sts for the year including	g Mental Health Awarenes	s week and others.	
Total for	the year:			1,750
Account #:	190-5350-00	Account Name/Dept:	Janitorial Expense	-Help Cntr.

	s will be coded to this account	&/or calculation of annual total:
Per schedule #4		
Total for the year:		1,232
Account #: 100 5400 00	Account Name/Dents	Mosting Evapage Hola Catr
Account #: 190-5400-00	Account Name/Dept:	Meeting Expenses-Help Cntr.
Detail/Analysis of what items	s will be coded to this account	&/or calculation of annual total:
Meeting expenses for outrea		
Total for the year:		80
. otal ioi tilo jouil		
Account #: 190-5430-00	Account Name/Dept:	Office & General Expense-Help Cntr.
-		&/or calculation of annual total:
	's business cards, printer tone	
	olies. Based on actual to Decer	mber 31, 2018
and estimated up to April.		
Total for the year:		300
A	A - a - week Norwey (Doorste	Danaira/Maint Funanca Hala Onta
Account #: 190-5510-00	Account Name/Dept:	Repairs/Maint. Expense-Help Cntr.
Detail/Analysis of what items	s will be coded to this account	&/or calculation of annual total:
Per Schedule #5 - Included		arer sarsaration of annual total.
Total for the year:	iii i domado	-
rotal for the year.		
Account #: 190-5550-40	Account Name/Dept:	Salaries/Wages & Benefit ExpHelp Cntr.
Detail/Analysis of what items	s will be coded to this account	&/or calculation of annual total:
	- 39% time (15 hrs/week) for N	
53% time (20 hrs/week Augu	•	may unough odiy.
40 hours extra in December		
Total for the year:	and April.	16,867
rotarior the year.		
Account #: 190-5580-00	Account Name/Dept:	Staff Welfare/Apprec. Expense-Help Cntr.
Detail/Analysis of what items	s will be coded to this account	&/or calculation of annual total:
	nteer (Based on 20 volunteers)	
Total for the year:		300
rotarior the year.		
Account #: 190-5630-00	Account Name/Dept:	Telephone Expense-Help Cntr.
Dotail/Analysis of what itoms	e will be coded to this account	&/or calculation of annual total:
	on actual to December 31, 20	
up to April.	Ton doldar to December 31, 20	710 and Collinated
Total for the year:		1,200
Total for the year.		1,200
Account #: 190-5640-00	Account Name/Dept:	Training Expense-Help Cntr.

VOTR - Based on \$10/volunteer 25 volunteers)/ \$10/volunteer (15 volunteers)	400
Suicide Intervention @ \$125/person x 16 Volunteers	1,500
Additional training and educational opportunities for volunteers	500
Total for the year:	2,400

Account #: 190-5690-00	Account Name/Dept:	Utilities Expense-He	elp Cntr.
Detail/Analysis of what its		O/an adametica of any	aval tatalı
Detail/Analysis of what items	will be coded to this account	&/or calculation of ani	nual total:
Per Schedule #6		<u></u>	
Total for the year:			2,824

Detail/Analysis of what items will be coded to this account & USSU Gift Cards for volunteers based on points accumulat	
volunteered.	ted for flours
Total for the year:	560

Account #:	210-4070-00	Account Name/Dept: Commission Revenue	-Info. Cntr.
Datail/Ar		will be coded to this account 2 for coloulation of annual t	tatal.
		s will be coded to this account &/or calculation of annual to U-Pass replacement stickers as well as SPC cards,	otal.
	credits, and evening	•	+
	the year:	parking passes.	7,300
Total ioi	the year.		7,000
Account #:	210-4070-05	Account Name/Dept: U-Pass Distribution Co	ommission
Detail/Ar	nalvsis of what items	s will be coded to this account &/or calculation of annual t	rotal:
		n on undergraduate and graduate U-pass distribution.	
		past fiscal year with reduced commission for GSA.	
	the year:		53,200
Account #:	210-4140-00	Account Name/Dept: Faxing Revenue-Info.	Cntr.
Detail/Ar	salveis of what items	s will be coded to this account &/or calculation of annual t	total:
		mber 31, 2018 and estimated up to April.	.0tai.
<u> </u>	the year:	inder 31, 2010 and estimated up to April.	1,225
Account #:	210-4190-00	Account Name/Dept: Locker Revenue-Info	Cntr.
Detail/Ar	nalvsis of what items	s will be coded to this account &/or calculation of annual t	total·
	•	of new lockers with \$40/term rate.	
Total for			4,560
A cocupt #u	240 4205 00	Account Name / Donts - Noton / Dovonus Info	
Account #:	210-4205-00	Account Name/Dept: Notary Revenue-Info	ontr.
Detail/Ar	nalvsis of what items	s will be coded to this account &/or calculation of annual t	total:
		December 31, 2018 and estimated up to April.	
Total for		, , , , , , , , , , , , , , , , , , , ,	3,200
Account #:	210-4230-00	Account Name/Dept: Poster Revenue-Info.	Cntr.
		s will be coded to this account &/or calculation of annual t	otal:
<u> </u>		December 31, 2018 and estimated up to April.	
Total for	the year		925
Account #:	210-4250-10	Account Name/Dept: Table Rentals-Tunnel-	-Info Cntr.
Detail/Ar	nalysis of what items	s will be coded to this account &/or calculation of annual t	total:

 Γable rentals in Place Riel tun	inel based on actuals up to December 31, 2018	
and estimated up to April.	·	
	1 L 070 - 00F)	
Total In-kind \$16,825 (Campu	s group rentals 673 x \$25)	21 100
otal for the year:		21,100
count #: 210-5000-00	Account Name/Dept: Advertising Expens	se-Info. Cntr.
Detail/Analysis of what items v	will be coded to this account &/or calculation of annu	al total:
Advertising for Survival Calen	dar ad, U-pass, and \$500 for parking passes for	
table vendors.		
Total for the year:		1,350
count #: 210-5030-00	Account Name/Dept: Bank Charge Expe	ense-Info Cntr.
Detail/Analysis of what items v	will be coded to this account &/or calculation of annu	al total:
Based on actual expenses to	December 31, 2018 and estimated up to April.	
Total for the year:		2,060
•	Account Name/Dept: Computer Maint. E will be coded to this account &/or calculation of annu	
Per schedule #2 - Included in	Admin	-
Lt Speed Pro		1,168
Maintenance Agreement (File	maker ) (May)	153
Total for the year:		1,320
count #: 210-5200-00	Account Name/Dept: Depreciation Expense	nse-Info Cntr.
Detail/Analysis of what items v	will be coded to this account &/or calculation of annu	al total:
Per schedule #3		
Total for the year:		2,268
count #: 210-5240-00	Account Name/Dept: Equip.Maint. Exper	nse-Info. Cntr.
Datail/Amalysia of what items	iii ba aadad ta thia aaaawat 0 (ay aalaylatian af ayyyy	1
7	will be coded to this account &/or calculation of annu	ai totai:
Covers repairs to fax machine Total for the year:	e, and other machinery.	100
Total for the year.		100
count #: 210-5270-00	Account Name/Dept: Fax Expense-Info.	Cntr.
	·	
Detail/Analysis of what items v	will be coded to this account &/or calculation of annu	al total:

Based on actual expenses to	
-	December 31, 2018 and estimated up to April.
ncludes toner, paper, for fax	
Total for the year:	11
ount #: 210-5385-00	Account Name/Dept: Locker Expense-Info. Cntr
Detail/Analysis of what items	s will be coded to this account &/or calculation of annual total:
Covers purchase of replacen	ment locks for lockers.
Total for the year:	12
ount #: 210-5430-00	Account Name/Dept: Office & General Expense-Info.
Datail/Analysis of what items	will be coded to this account 2 for calculation of annual total.
	s will be coded to this account &/or calculation of annual total:
	debit card machine (s), cash register tape, and maps.
	December 31, 2018 and estimated up to April.
Γotal for the year:	<u> </u>
ount #: 210-5480-00	Account Name/Dept: Professional Dev./Wellness-Info
Detail/Analysis of what items	s will be coded to this account &/or calculation of annual total:
As per CUPE Agreement, sta	aff reimbursement for health, wellness or education courses.
Total for the year:	65
lotal for the year:	65
ount #: 210-5550-00	Account Name/Dept: Salaries/Wages & Benefits Exp.
ount #: 210-5550-00	Account Name/Dept: Salaries/Wages & Benefits Exp.
ount #: 210-5550-00  Detail/Analysis of what items	Account Name/Dept: Salaries/Wages & Benefits Exp.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i	Account Name/Dept: Salaries/Wages & Benefits Exp. s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.
ount #: 210-5550-00  Detail/Analysis of what items	Account Name/Dept: Salaries/Wages & Benefits Exp.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Fotal for the year:	Account Name/Dept: Salaries/Wages & Benefits Exp. s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i	Account Name/Dept: Salaries/Wages & Benefits Exp. s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Total for the year:  ount #: 210-5630-00	Account Name/Dept: Salaries/Wages & Benefits Exp. s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Fotal for the year:  ount #: 210-5630-00  Detail/Analysis of what items	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Fotal for the year:  ount #: 210-5630-00  Detail/Analysis of what items	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr.  s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr.  s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 ncludes telephone hardware	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr. s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. a and long distance .
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits in Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 includes telephone hardward Total for the year:	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr. s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. a and long distance .
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 ncludes telephone hardware	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr. s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. a and long distance .
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 Includes telephone hardware Total for the year:  enses	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr. s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. a and long distance .
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 Includes telephone hardware Total for the year:  enses Iding Maintenance ount #: 210-5350-00	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr.  s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. e and long distance .  1,17

2,382
: Repairs & Maint. Expense-Info. Cntr.
or calculation of annual total:
: Utilities Expense-Info. Cntr.
or calculation of annual total:  2,210

Account #:	250-4040-00	Account Name/Dept:	Coat Check Revenue-Louis'	
Б				
		rill be coded to this account &/or calculat	ion of annual total:	
-		31, 2018 and estimated up to April.		2 200
Total for t	ne year:		L	2,200
ccount #:	250-4070-20	Account Name/Dept:	Commission Vending Revenue-I	₋ouis'
		rill be coded to this account &/or calculat		
		ed on actuals to December 31, 2018 and Louis' and Louis' Loft ATM machines.	d estimated up to April	
Total for t		Eddis and Eddis Edit / Tim machines.		6,875
	year.		<u> </u>	
ccount #:	250-4270-40	Account Name/Dept:	Sales-Bottled Beer Revenue-Lou	uis'
	<u> </u>	rill be coded to this account &/or calculat	ion of annual total:	
-		31, 2018 and estimated up to April.		110.225
Total for t	he year:			118,320
.ccount #:	250-4270-50	Account Name/Dept:	Sales Draught Beer Revenue-Lo	ouis'
		rill be coded to this account &/or calculat	ion of annual total:	
Based on	Actuals to December	r 31, 2018 and estimated up to April.		
Total for t	he year:			301,911
Total for t	the year: 250-4270-60	Account Name/Dept:	Sales-Food Revenue-Louis'	301,911
Total for t	250-4270-60	•		301,911
Total for t	250-4270-60 alysis of what items w	rill be coded to this account &/or calculat	ion of annual total:	301,911
Total for t  ccount #:  Detail/Ana Based on	250-4270-60 alysis of what items we actuals to December	vill be coded to this account &/or calculat 31, 2018 and estimated up to April, with	ion of annual total:	301,911
Total for t  ccount #:  Detail/Ana Based on	250-4270-60  alysis of what items we actuals to December secured additional events.	rill be coded to this account &/or calculat	ion of annual total:	301,911
Total for t  ccount #:  Detail/Ans Based on based on	250-4270-60  alysis of what items we actuals to December secured additional events.	vill be coded to this account &/or calculat 31, 2018 and estimated up to April, with	ion of annual total:	747,378
Total for total for the count #:  Detail/AnaBased on based on removed. Total for total	250-4270-60  alysis of what items we actuals to December secured additional eventher secured additional eventher year:	vill be coded to this account &/or calculat 31, 2018 and estimated up to April, with	ion of annual total:	
Total for total for the count #:  Detail/Ana Based on based on removed. Total for the count #:	250-4270-60  alysis of what items we actuals to December secured additional eventhe year:  250-4270-70	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis'	
Detail/An: Based on based on removed. Total for t	250-4270-60  alysis of what items we actuals to December secured additional eventhe year:  250-4270-70  alysis of what items wears	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	
Total for t  ccount #:  Detail/An  Based on  based on  removed.  Total for t  ccount #:  Detail/An  Based on	250-4270-60  alysis of what items we actuals to December secured additional eventhe year:  250-4270-70  alysis of what items we actuals to December	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	
Total for to ccount #:  Detail/Ana Based on removed. Total for to ccount #:  Detail/Ana Based on more funding for the count #:	250-4270-60  alysis of what items we actuals to December secured additional events.  250-4270-70  alysis of what items we actuals to December ctions and events.	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	747,378
Total for total for the count #:  Detail/Ana Based on removed. Total for the count #:  Detail/Ana Based on Based on the count #:	250-4270-60  alysis of what items we actuals to December secured additional events.  250-4270-70  alysis of what items we actuals to December ctions and events.	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	
Total for total	250-4270-60  alysis of what items we actuals to December secured additional events.  250-4270-70  alysis of what items we actuals to December ctions and events.	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	747,378
Total for the ccount #:  Detail/An: Based on removed. Total for the ccount #:  Detail/An: Based on more fund. Total for the ccount #:	250-4270-60  alysis of what items we actuals to December secured additional events.  250-4270-70  alysis of what items we actuals to December ctions and events.  the year:  250-4270-80	rill be coded to this account &/or calculate 31, 2018 and estimated up to April, with yents, predicted lunch traffic increases, a Account Name/Dept:  rill be coded to this account &/or calculate 31, 2018 and estimated up to April with	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total: an increase due to  Sales-Non Alcoholic Revenue-Louis	747,378
Total for total	250-4270-60  alysis of what items we actuals to December secured additional evaluation and evaluation and evaluation and evaluation and events.  250-4270-80  alysis of what items we actuals to December ctions and events.	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total: an increase due to  Sales-Non Alcoholic Revenue-Louis ion of annual total:	747,378
Total for total for the second #:  Detail/Ana Based on removed. Total for the second #:  Detail/Ana Based on more fund Total for the second #:  Detail/Ana Based on more fund Total for the second #:  Detail/Ana Based on more fund Total for the second #:	250-4270-60  alysis of what items we actuals to December secured additional events actuals of what items we actuals to December of the year:  250-4270-70  alysis of what items we actuals to December of the year:  250-4270-80  alysis of what items we actuals to December what items we actuals to December of the year:	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total: an increase due to  Sales-Non Alcoholic Revenue-Louis ion of annual total:	747,378
Total for the Account #:  Detail/And Based on removed. Total for the Account #:  Detail/And Based on more fund Total for the Account #:  Detail/And Based on	250-4270-60  alysis of what items we actuals to December secured additional events actuals of what items we actuals to December of the year:  250-4270-70  alysis of what items we actuals to December of the year:  250-4270-80  alysis of what items we actuals to December what items we actuals to December of the year:	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total: an increase due to  Sales-Non Alcoholic Revenue-Louis ion of annual total:	747,378 179,385 Duis'

	nd tea sales at Louis' Lo	of with totals up to December 31, 2018	8 and estimated up to April.	
Total for	the year:			77,937
ccount #:	250-4275-00	Account Name/Dept:	Special Event Revenue-Lou	uis'
Detail/Ar	nalysis of what items will	be coded to this account &/or calcula	tion of annual total:	
		cover charge based on actuals to De		
estimate	d up to April with an incr	ease due to more special event booki	ings.	
Total In-l	kind Bookings \$43,400 (	Campus Clubs - Louis' Main and Loft	(\$500 x 72 club events) = \$36.0	00
		100, Private Function Room (\$150 x 4		
Total for	the year:			48,650
Account #:	250-4280-00	Account Name/Dept:	Sponsorship Revenue-Loui	s'
		be coded to this account &/or calcula		
	ship for Louis' events ind the year:	cluding \$8,000 for Welcome Week an	a \$24,000 from Pepsi.	39,340
Total loi	the year.			00,010
Account #:	250-5000-00	Account Name/Dept:	Advertising Expense-Louis'	
		•		
Detail/Ar	nalvsis of what items will		tion of annual total:	
		be coded to this account &/or calcula le, Facebook, and poster printing.	tion of annual total:	
Includes		be coded to this account &/or calcula	tion of annual total:	9,800
Includes	ads in the Survival Guid	be coded to this account &/or calcula	tion of annual total:  Bank Charges Expense-Lot	
Includes Total for Account #:	ads in the Survival Guio the year: 250-5030-00	be coded to this account &/or calcula le, Facebook, and poster printing.  Account Name/Dept:	Bank Charges Expense-Lou	
Includes Total for Account #:  Detail/Ar	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will	be coded to this account &/or calcula le, Facebook, and poster printing.	Bank Charges Expense-Lou	
Includes Total for Account #: Detail/Ar Based or	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will	be coded to this account &/or calcula le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcula	Bank Charges Expense-Lou	
Includes Total for Account #: Detail/Ar Based or	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31	be coded to this account &/or calcula le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcula	Bank Charges Expense-Lou	uis'
Includes Total for Account #: Detail/Ar Based or Total for Account #:	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	uis'
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar Account #:	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular land land land land land land land land	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	uis'  18,600  Dense-Louis'
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar Account #:  Detail/Ar As per S FMS/File	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in se (Server), iCloud stora	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular land land land land land land land land	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	uis'  18,600  Dense-Louis'  - 81
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar Account #:  Detail/Ar As per S FMS/File	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular land land land land land land land land	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	uis'  18,600  Dense-Louis'
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar Account #:  Detail/Ar As per S FMS/File	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in se (Server), iCloud stora	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular land land land land land land land land	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	18,600 Dense-Louis'  - 81 81
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar As per S FMS/File Total for	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in es (Server), iCloud stora the year:	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular Admin ge  Account Name/Dept:	Bank Charges Expense-Lot tion of annual total:  Computer Maintenance Exp tion of annual total:  Cost of Sales-Bottled Beer	18,600 Dense-Louis'  - 81 81
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar As per S FMS/File Total for  Account #:  Detail/Ar	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in es (Server), iCloud stora the year:	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular Admin ge	Bank Charges Expense-Lot tion of annual total:  Computer Maintenance Exp tion of annual total:  Cost of Sales-Bottled Beer	18,600 Dense-Louis'  - 81 81
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar As per S FMS/File Total for  Account #:  Detail/Ar Based or	ads in the Survival Guio the year:  250-5030-00  halysis of what items will hactual to December 31 the year:  250-5090-00  halysis of what items will chedule #2 - Included in es (Server), iCloud stora the year:  250-5180-40  halysis of what items will	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular Admin ge  Account Name/Dept:	Bank Charges Expense-Lot tion of annual total:  Computer Maintenance Exp tion of annual total:  Cost of Sales-Bottled Beer	18,600 Dense-Louis'  - 81 81

	ober to April.			_
Total for t	he year:		131,77	74
count #:	250-5180-60	Account Name/Dept:	Cost of Sales-Food Expense-Louis'	
Detail/An	alvsis of what items will b	pe coded to this account &/or calcula	tion of annual total:	
	40% of food sales.			
Total for t	he year:		298,95	51
ccount #:	250-5180-70	Account Name/Dept:	Cost of Sales-Liquor Expense-Louis'	
Detail/An	alysis of what items will t	pe coded to this account &/or calcula	tion of annual total:	
Based on	24% of sales in the sum	mer and 20% of sales from Septeml	per to April.	
Total for t	he year:		36,988	5
ccount #:	250-5180-80	Account Name/Dept:	Cost of Sales-Non Alc. Expense-Louis'	
Detail/An	alysis of what items will t	pe coded to this account &/or calcula	tion of annual total:	
Based on	40% of sales. This line	includes all soda used in mixed drin	ks and sales at the stadium.	
Total for t	he year:		13,294	4
ccount #:	250-5180-85	Account Name/Dept:	Cost of Sales Prepared Bev. Expense- L	₋ouis'
Detail/An	alysis of what items will b	be coded to this account &/or calcula	tion of annual total:	
		be coded to this account &/or calcula coffee, tea, and other Loft products.	tion of annual total:	
	33% of sales. Includes		tion of annual total:	9
Based on	33% of sales. Includes			9
Based on Total for t	33% of sales. Includes the year:  250-4200-00	coffee, tea, and other Loft products.	Depreciation Expense-Louis'	9
Based on Total for t  ccount #:  Detail/An As per So	33% of sales. Includes the year:  250-4200-00  alysis of what items will be thedule #3	coffee, tea, and other Loft products.  Account Name/Dept:	Depreciation Expense-Louis'	<u> </u>
Based on Total for tocount #:	33% of sales. Includes the year:  250-4200-00  alysis of what items will be thedule #3	coffee, tea, and other Loft products.  Account Name/Dept:	Depreciation Expense-Louis'	<u> </u>
Based on Total for t  ccount #:  Detail/An As per So	33% of sales. Includes the year:  250-4200-00  alysis of what items will be thedule #3	coffee, tea, and other Loft products.  Account Name/Dept:	Depreciation Expense-Louis'	<u> </u>
Based on Total for the Count #:  Detail/An Total for the Count #:  Detail/An	33% of sales. Includes the year:  250-4200-00  alysis of what items will be thedule #3 the year:  250-5240-00  alysis of what items will be the year:	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  22,53*  Equip. & Equip Maint. Expense-Louis'  tion of annual total:	<u> </u>
Based on Total for the Count #:  Detail/An Total for the Count #:  Detail/An	33% of sales. Includes the year:  250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule #3 the year:	Account Name/Dept:  Account Name/Dept:  De coded to this account &/or calcula	Depreciation Expense-Louis'  tion of annual total:  22,53*  Equip. & Equip Maint. Expense-Louis'  tion of annual total:	1
Based on Total for t  ccount #:  Detail/An As per So Total for t  ccount #:  Detail/An Repairs a	33% of sales. Includes the year:  250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule #3 the year:	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  Equip. & Equip Maint. Expense-Louis'  tion of annual total: d on actuals.	1
Based on Total for t  Ccount #:  Detail/An. As per So Total for t  Ccount #:  Detail/An. Repairs a Total for t	250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule #3  alysis of what items will behedule #3  250-5240-00  alysis of what items will behad maintenance on kitcher year:	Account Name/Dept:  Account Name/Dept:  De coded to this account &/or calculation and bar equipment. This is base  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  Equip. & Equip Maint. Expense-Louis'  tion of annual total: d on actuals.  17,750  Food & Beverage Supp. Expense-Louis'	1
Based on Total for the Count #:  Detail/An.  As per Son Total for the Count #:  Detail/An.  Repairs a Total for the Count #:  Detail/An.  Detail/An.	250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule items will behedule items will be hed wi	Account Name/Dept:  Account Name/Dept:  De coded to this account &/or calculation and bar equipment. This is base to be coded to this account Name/Dept:  Account Name/Dept:  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  Equip. & Equip Maint. Expense-Louis'  tion of annual total: d on actuals.  17,750  Food & Beverage Supp. Expense-Louis'  tion of annual total:	1
Based on Total for the Count #:  Detail/And Repairs a Total for the Count #:  Detail/And Repairs a Total for the Count #:  Detail/And Repairs a Total for the Count #:	250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule items will behedule items will behad items will behad maintenance on kitched items will behad maintenance will behad items will be had items will behad items will be had items will behad items will be had items will b	Account Name/Dept:  Account Name/Dept:  De coded to this account &/or calculation and bar equipment. This is base  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  Equip. & Equip Maint. Expense-Louis'  tion of annual total: d on actuals.  17,750  Food & Beverage Supp. Expense-Louis'  tion of annual total:	1

	250-5290-00	Account Name/Dept:	Freight Expense-Louis'	
Dotoi!/A	alvaia of what itamsill	he ended to this account 9 for an animal	tion of annual totals	
	_•	be coded to this account &/or calcular		
		ns. This includes liquor deliveries and	i bottle returns.	9,800
Total for t	ne year.			3,000
Account #:	250-5360-00	Account Name/Dept:	Kitchen Supplies Expense-L	ouis'
		be coded to this account &/or calcular		
cleaners.	tems such as detergent	s, dishwashing liquids as well as degi	reasers and	
Total for t	he vear:			11,800
Total for t	ne year.			11,000
Account #:	250-5390-00	Account Name/Dept:	License Expense-Louis'	
		be coded to this account &/or calcula	tion of annual total:	
	enses (SLGA) and POS	S yearly license fees.		
Total for t	he year:			5,700
Account #:	250-5400-00	Account Name/Dept:	Meeting Expense-Louis'	
		•	,	
	•	be coded to this account &/or calcula	tion of annual total:	
Meeting e	expense for bi-annual Lo	ouis' manager retreat.		
Total for t	he year:			500
Total for t	he year:			500
	he year: 	Account Name/Dept:	Membership Expense-Louis	
		Account Name/Dept:	Membership Expense-Louis	
Account #:	250-5410-00	Account Name/Dept: be coded to this account &/or calcula		
Account #:  Detail/Ana	250-5410-00 alysis of what items will	•		
Account #:	250-5410-00 alysis of what items will	•		
Account #:  Detail/Ana	250-5410-00 alysis of what items will	•		-
Detail/Ana  Total for t	250-5410-00  alysis of what items will  he year:  250-5430-00	be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L	-
Detail/Ana Total for t  Account #:  Detail/Ana	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will	be coded to this account &/or calcular  Account Name/Dept:  be coded to this account &/or calcular	tion of annual total:  Office & General Expense-L	-
Detail/Ana Total for t  Account #:  Detail/Ana Based on	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3	be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L	ouis'
Detail/Ana Total for t  Account #:  Detail/Ana	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3	be coded to this account &/or calcular  Account Name/Dept: be coded to this account &/or calcular	tion of annual total:  Office & General Expense-L	-
Detail/Ana Total for t  Account #:  Detail/Ana Based on	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3	be coded to this account &/or calcular  Account Name/Dept: be coded to this account &/or calcular	tion of annual total:  Office & General Expense-L	ouis'
Detail/Ana Total for taccount #:  Detail/Ana Based on Total for taccount #:	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will  actuals to December 3  he year:  250-5450-00	Account Name/Dept:  be coded to this account &/or calcular be coded to this account &/or calcular 1, 2018 and estimated up to April.  Account Name/Dept:	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana  Total for tall  Account #:  Detail/Ana Based on Total for tall  Account #:  Detail/Ana	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will  actuals to December 3 he year:  250-5450-00  alysis of what items will	Account Name/Dept:  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana  Detail/Ana  Total for t  Account #:  Detail/Ana  Based on  Total for t  Account #:  Detail/Ana Includes p	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on de	Account Name/Dept:  be coded to this account &/or calcular be coded to this account &/or calcular 1, 2018 and estimated up to April.  Account Name/Dept:	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana  Total for tall  Account #:  Detail/Ana Based on Total for tall  Account #:  Detail/Ana	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on de	Account Name/Dept:  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana  Detail/Ana  Total for t  Account #:  Detail/Ana  Based on  Total for t  Account #:  Detail/Ana Includes p	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on de	Account Name/Dept:  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana Total for t  ccount #:  Detail/Ana Based on Total for t  ccount #:  Detail/Ana Includes p Total for t	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on delete year:  250-5470-00	Account Name/Dept:  be coded to this account &/or calcula  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula eck and maintenance of the boxes.	Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis' tion of annual total:  Printing Expense-Louis'	ouis'
Detail/Ana Based on Total for t  Ccount #:  Detail/Ana Based on Total for t  Ccount #:  Detail/Ana Includes p Total for t	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on delete year:  250-5470-00	Account Name/Dept:  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula  eck and maintenance of the boxes.  Account Name/Dept:  be coded to this account &/or calcula	Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis' tion of annual total:  Printing Expense-Louis'	ouis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per CUPE Agreement, staff reimbursement for health, wellness or education courses.  \$650 per union member. Three members are eligible for this benefit in this fiscal year.  Total for the year:    1,950		250-5480-00	Account Name/Dept:	Professional Dev./Wellnes	s Expense-Lou
As per CUPE Agreement, staff reimbursement for health, wellness or education courses.	Detail/An	nalysis of what items will	oe coded to this account &/or calculate	ion of annual total:	
Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promoted to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8,800  Account Name/Dept: Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities  Repairs specific to Louis'  Total for the year:  14,300  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Execution of the year:  9,650					
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that ite promoted to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8,800  Count #: 250-5510-05  Account Name/Dept: Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities  Repairs specific to Louis'  Total for the year:  14,300  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities  Repairs specific to Louis'  Total for the year:  14,300  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Count #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  282,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	\$650 per	union member. Three n	nembers are eligible for this benefit in	this fiscal year.	
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promo'ed to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8.800  Count #: 250-5510-05  Account Name/Dept: Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  [14,300  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time in scope, Full-time out of scope and Less than Full-time.  Total for the year:  Count #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28.150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special attems needed for special events including linens and other items.  Total for the year:  28.150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Count #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  [20% discounts for all staff.  Total for the year:  9,650	Total for	the year:			1,950
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promo'ed to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8.800  Count #: 250-5510-05  Account Name/Dept: Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  [14,300  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time in scope, Full-time out of scope and Less than Full-time.  Total for the year:  Count #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28.150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special attems needed for special events including linens and other items.  Total for the year:  28.150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Count #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  [20% discounts for all staff.  Total for the year:  9,650					
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promo'ed to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8.800  Count #: 250-5510-05  Account Name/Dept: Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  14,300  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time in scope, Full-time out of scope and Less than Full-time.  Total for the year:  826,100  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Count #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items needed for special events including linens and other items.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Coount #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650	sount #	250 5500 00	Account Name/Dents	Dromotiona Evnonco Loui	o'
Promotions based on actuals to December 31, 2018 and estimated up to April.   This is non advertising cost to run promotions at Louis' as well as any food and beverage that its promo'ed to customers. This also includes service charges for Skip the Dishes.   8,800	count #.	250-5500-00	Account Name/Dept.	Promotions Expense-Louis	5
This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promo'ed to customers. This also includes service charges for Skip the Dishes.  Total for the year:  Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  Account Name/Dept: Salaries/Wages & Benefits Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  Repairs \$\frac{1}{2}\$ Salaries/Wages & Benefits Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Count #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650	Detail/An	alysis of what items will	be coded to this account &/or calculate	ion of annual total:	
Is promo'ed to customers. This also includes service charges for Skip the Dishes.   Robot to the year:   Repairs & Maint. Expense-Louis'	Promotio	ons based on actuals to D	ecember 31, 2018 and estimated up	to April.	
Total for the year:    Repairs & Maint. Expense-Louis'					
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries/Wages & Benefits Expense-Loui  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  Secount #: 250-5560-00  Account Name/Dept:  Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Coount #: 250-5205-00  Account Name/Dept:  Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.			so includes service charges for Skip	the Dishes.	
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  14,300  CCOUNT #: 250-5550-50  Account Name/Dept: Salaries/Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Event #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'	Total for	the year:			8,800
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  14,300  CCOUNT #: 250-5550-50  Account Name/Dept: Salaries/Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Event #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'					
As per Schedule #5 - Included in Facilities Repairs specific to Louis' Total for the year:  14,300  2count #: 250-5550-50	count #:	250-5510-05	Account Name/Dept:	Repairs & Maint. Expense	-Louis'
Repairs specific to Louis'  Total for the year:  250-5550-50  Account Name/Dept: Salaries/Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  826,100  Count #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28,150  Count #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Event #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'	Detail/An	alysis of what items will	pe coded to this account &/or calculate	ion of annual total:	
Total for the year:    14,300	As per So	chedule #5 - Included in	Facilities		
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Secount #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Count #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Count #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Repairs s	specific to Louis'			
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  Betail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  Betail/Analysis of what items will be coded to this account &/or calculation of annual total:  Count #: 250-5205-00  Account Name/Dept:  Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Count #: 250-5580-00  Account Name/Dept:  Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Evount #: 250-5580-00  Account Name/Dept:  Staff Welfare/Apprec. Expense-Louis'	Total for	the year:			14,300
and Less than Full-time.  Total for the year:  Recount #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  Recount #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  Recount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Publication #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.		-			
Total for the year:    826,100			ill-time in scope, Full-time out of scop	e	
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00 Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.					826 100
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  Count #: 250-5205-00 Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  Count #: 250-5580-00 Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00 Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Total Ioi	ille year.			020,100
Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28,150  Count #: 250-5205-00 Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Count #: 250-5580-00 Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Expense-Louis'					vuio!
Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28,150  Count #: 250-5205-00 Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Count #: 250-5580-00 Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Expense-Louis'	count #:	250-5560-00	Account Name/Dept:	Special Event Expense-Lo	Juis
items.  Total for the year:  28,150  Ccount #: 250-5205-00				·	ouis
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  250-5580-00  Account Name/Dept: Staff Discounts Expense-Louis'  9,650  Count #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Detail/An	nalysis of what items will	pe coded to this account &/or calculat	ion of annual total:	ouis
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Detail/An	nalysis of what items will	pe coded to this account &/or calculat	ion of annual total:	Juis
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Detail/An Costs fro items.	nalysis of what items will lomerental of special items	pe coded to this account &/or calculat	ion of annual total:	
20% discounts for all staff.  Total for the year:  250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Detail/An Costs fro items.	nalysis of what items will lomerental of special items	pe coded to this account &/or calculat	ion of annual total:	
20% discounts for all staff.  Total for the year:  250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Detail/An Costs fro items.	nalysis of what items will om rental of special items the year:	pe coded to this account &/or calculation needed for special events including I	ion of annual total: inens and other	28,150
Total for the year:  250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Detail/An Costs fro items. Total for	nalysis of what items will om rental of special items the year:	pe coded to this account &/or calcular needed for special events including l	ion of annual total: inens and other Staff Discounts Expense-L	28,150
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Detail/An Costs fro items. Total for count #:	nalysis of what items will om rental of special items the year:  250-5205-00  nalysis of what items will	pe coded to this account &/or calcular needed for special events including l	ion of annual total: inens and other Staff Discounts Expense-L	28,150
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Detail/An Costs fro items. Total for count #: Detail/An 20% disc	nalysis of what items will om rental of special items the year:  250-5205-00  nalysis of what items will counts for all staff.	pe coded to this account &/or calcular needed for special events including l	ion of annual total: inens and other Staff Discounts Expense-L	
Funds for monthly staff initiatives and incentives.	Detail/An Costs fro items. Total for count #: Detail/An 20% disc	nalysis of what items will om rental of special items the year:  250-5205-00  nalysis of what items will counts for all staff.	pe coded to this account &/or calcular needed for special events including l	ion of annual total: inens and other Staff Discounts Expense-L	
Funds for monthly staff initiatives and incentives.	Detail/An Costs fro items. Total for count #: Detail/An 20% disc	nalysis of what items will om rental of special items the year:  250-5205-00  nalysis of what items will counts for all staff. the year:	needed for special events including l  Account Name/Dept:	ion of annual total: inens and other  Staff Discounts Expense-L ion of annual total:	
·	Detail/An Costs fro items. Total for  count #: Detail/An 20% disc Total for  count #:	the year:  250-5205-00  halysis of what items will items  allysis of what items will items  counts for all staff.  the year:	De coded to this account &/or calcular needed for special events including laccount Name/Dept:  De coded to this account &/or calcular needed for special events including laccount Name/Dept:	staff Welfare/Apprec. Exp	
	Detail/An Costs fro items. Total for  count #: Detail/An Total for  Count #: Detail/An Detail/An	the year:  250-5205-00  halysis of what items will becounts for all staff.  250-5580-00  halysis of what items will becounts for all staff.	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	staff Welfare/Apprec. Exp	
	Detail/An Costs fro tems. Total for Detail/An 20% disc Total for Total for Count #: Detail/An Funds for	the year:  250-5205-00  halysis of what items will becounts for all staff.  250-5580-00  halysis of what items will becounts for all staff.	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	staff Welfare/Apprec. Exp	

Account #:	250-5630-00	Account Name/Dept:	Telephone Expense-Louis'	
Detail/An	alysis of what items will b	pe coded to this account &/or calcula	tion of annual total:	
	-	distance, and internet subscription fe		
reimburs				12.222
Total for	the year:			12,000
ccount #:	250-5460-00	Account Name/Dept:	Training Expense-Louis'	
Detail/An	alysis of what items will b	pe coded to this account &/or calcula	tion of annual total:	
	expenses for Food Safe.			
Total for	the year:			1,000
ccount #:	250-5650-00	Account Name/Dept:	Transportation Expense-Louis	s'
Detail/An	alvsis of what items will b	pe coded to this account &/or calcula	tion of annual total:	
		ners to limit our liability and provide o		
	r Staff rides home if nece			
Total for	the year:			400
Account #:	250-5670-00	Account Name/Dept:	Uniforms Expense-Louis'	
			·	
	-	be coded to this account &/or calcula		
I =				
		g kitchen uniforms as well as staff T-	shirts and aprons.	1 550
Expense Total for		g kitchen unilonns as well as stall 1-	shirts and aprons.	1,550
		Account Name/Dept:	shirts and aprons.  Waste Management Expense	<u> </u>
Total for	the year: 250-5750-00		Waste Management Expense	
Total for the Account #:  Detail/An	the year: 250-5750-00	Account Name/Dept:	Waste Management Expense	<u> </u>
Total for the Account #:  Detail/An	the year:  250-5750-00  alysis of what items will be isposal Services for wast	Account Name/Dept:	Waste Management Expense	
Total for the Account #:  Detail/An  Loraas D  Total for the Account #:	the year:  250-5750-00  alysis of what items will be isposal Services for wast	Account Name/Dept:	Waste Management Expense	-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Expenses	the year:  250-5750-00  alysis of what items will be isposal Services for wast the year:	Account Name/Dept:	Waste Management Expense	-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Expenses Building Ma	the year:  250-5750-00  alysis of what items will be isposal Services for wast the year:	Account Name/Dept:	Waste Management Expense	-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Account #:	the year:  250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00	Account Name/Dept:  De coded to this account &/or calcularse and recycling.	Waste Management Expense tion of annual total:  Janitorial Expense-Louis'	-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Account #:  Detail/An Account #:  Detail/An As per So	the year:  250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00  alysis of what items will be chedule #4	Account Name/Dept:  De coded to this account &/or calcular and recycling.  Account Name/Dept:	Waste Management Expense tion of annual total:  Janitorial Expense-Louis'	6,871
Total for the Account #:  Detail/An  Loraas D  Total for the Account #:  Detail/An	the year:  250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00  alysis of what items will be chedule #4	Account Name/Dept:  De coded to this account &/or calcular and recycling.  Account Name/Dept:	Waste Management Expense tion of annual total:  Janitorial Expense-Louis'	-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Expenses Building Ma Account #:  Detail/An Loraas D Total for the Expenses Total for the Expenses	the year:  250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00  alysis of what items will be chedule #4	Account Name/Dept:  De coded to this account &/or calcular and recycling.  Account Name/Dept:	Waste Management Expense tion of annual total:  Janitorial Expense-Louis'	6,871
Total for the Account #:  Detail/An Loraas D Total for the Account #:  Detail/An As per So Total for the Account #:  Detail/An Account #:  Detail/An Detail/An Account #:	250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00  alysis of what items will be chedule #4 the year:  250-5690-00  alysis of what items will be chedule #4	Account Name/Dept:  De coded to this account &/or calcular are and recycling.  Account Name/Dept:  De coded to this account &/or calcular are coded to this account &/or calcular	Waste Management Expense tion of annual total:  Janitorial Expense-Louis' tion of annual total:  Utilities Expense-Louis'	6,871
Total for the Account #:  Detail/An Loraas D Total for the Account #:  Detail/An As per So Total for the Account #:  Detail/An Account #:  Detail/An Detail/An Account #:	250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00  alysis of what items will be chedule #4 the year:  250-5690-00  alysis of what items will be chedule #6	Account Name/Dept:  De coded to this account &/or calcularies and recycling.  Account Name/Dept:  De coded to this account &/or calcularies account &/or calcularies.	Waste Management Expense tion of annual total:  Janitorial Expense-Louis' tion of annual total:  Utilities Expense-Louis'	6,871

Account #: 160-4250-40	Account Name/Dept:	Equipment Rental Revenue-Louis'-Entertainment
	will be coded to this account &/	
	ental of sound equipment for s	
for off-site rentals. Ranges from	om \$350 for student groups to \$	\$1,000 for national
promoters such as Live Nation	۱.	
Total for the year:		24,650
Account #: 160-4310-10	Account Name/Dept:	Ticket Sales Revenue-Louis'-Entertainment
Detail/Analysis of what items v	will be coded to this account &/	or calculation of annual total:
Based on estimates from history	orical data and touring patterns	
Total for the year:		32,000
rotal for the year.		
Account #: 160-5000-05	Account Name/Dept:	Advertising Expense-Louis'-Entertainment
Detail/Analysis of what items v	will be coded to this account &/	or calculation of annual total:
This includes the cost of poste		
Total for the year:	printing and r accook ads.	4,400
Total for the year.		4,400
Account #: 160-5090-00	Account Name/Dept:	Computer Maint. Expense-Louis'-Entertainment
Detail/Analysis of what items v	will be coded to this account &/	or calculation of annual total:
As per schedule #2 - Included		-
Total for the year:		
Account #: 160-5200-00	Account Name/Dept:	Depreciation Expense-Louis'-Entertainment
Detail/Analysis of what items v	will be coded to this account &/	or calculation of annual total:
As per schedule #3		
Total for the year:		3,898
Account #: 160-5220-10	Account Name/Dept:	Entertainment Live Expense-Louis' Ent.
-	will be coded to this account &/	
This includes payment for all e	entertainers, riders, hotels, and	
Total for the year:		26,500
Account #: 160-5240-00	Account Name/Dept:	Equip. & Equip. Maint. ExpLouis'-Entertainment
Detail/Analysis of what items v	will be coded to this account &/	or calculation of annual total:
Includes maintenance and rep		
Total for the year:		1,500

ccount #: 160-5390-00	Account Name/Dept: Licenses Expense-Louis'-Entertainment
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:
SOCAN Tariff 3A fees associ	ated with live entertainment. (3% artist guarantee)
Total for the year:	600
Account #: 160-5550-40	Account Name/Dept: Salaries Expense-Louis' Entertainment
	•
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:
	will be coded to this account &/or calculation of annual total: cians for Louis' events. The rate is \$250 for the main

Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total:
Based on sales from 2018-201	
Total In-Kind \$5,000 (Campus	Club events)
Total for the year:	5,750
account # 145-4250-30	Account Name/Dept: Rental Space-Other-Building Revenue-Marketing
_	vill be coded to this account &/or calculation of annual total:
Based on sales from 2018-201	27,200
Total for the year:	27,200
account # 145-4620-00	Account Name/Dept: Survival Calendar Revenue-Marketing
Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total:
Estimate based on sales from	
Total for the year:	50,000
445 5000 00	A
Account # 145-5000-00	Account Name/Dept: Advertising Expense-Marketing
Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total:
Sponsor recruitment annual ex	
-	rating expenditure includes copying, postage. 250
Total for the year:	700
Account # 145-5030-00	Account Name/Dept: Bank Charges Expense-Marketing
Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total:
	vill be coded to this account &/or calculation of annual total:
Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total: years.
Detail/Analysis of what items v  Estimated based on previous y  Total for the year:  Account # 145-5090-00  Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total:
Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total:
Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00  Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00  Total for the year:	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total: d in Admin  -
Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00  Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00  Total for the year:	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total:
Detail/Analysis of what items v Estimated based on previous y Total for the year:  Account # 145-5090-00  Detail/Analysis of what items v As per Schedule #3 Included Total for the year:	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total: d in Admin  -
Detail/Analysis of what items v Estimated based on previous y Total for the year:  Account # 145-5090-00  Detail/Analysis of what items v As per Schedule #3 Included Total for the year:  Account # 145-5200-00	will be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing  will be coded to this account &/or calculation of annual total: d in Admin  Account Name/Dept: Depreciation Expense-Marketing

D-4-:1/A		will be seeded to this sees wit 9/s	on a alaculation of amount tat	al.
		will be coded to this account &/c		
	•	iding various meetings and sales	, , , , , , , , , , , , , , , , , , , ,	
Season	al greetings, thank yo	u cards, hospitality and networki	ng.	150
Total for	the year:			400
			0.00	Ml 4!
count #	145-5430-00	Account Name/Dept:	Office & General Expens	se-iviarketing
count #	145-5430-00	Account Name/Dept:	Office & General Expens	se-marketing
		will be coded to this account &/c	·	<u> </u>
Detail/A		•	·	<u> </u>
Detail/A Office si	nalysis of what items	•	·	<u> </u>
Detail/A Office si	nalysis of what items upplies as needed.	•	·	al:
Detail/A Office si	nalysis of what items upplies as needed.	•	·	al:
Detail/A Office si Total for	nalysis of what items upplies as needed.	will be coded to this account &/c	·	al:100
Detail/A Office si Total for	nalysis of what items upplies as needed. r the year:	will be coded to this account &/c	or calculation of annual total	al:100
Detail/A Office si Total for	nalysis of what items upplies as needed. The year:	will be coded to this account &/c	or calculation of annual total	al: 100 nse-Marketing
Detail/A Office si Total for count #	nalysis of what items upplies as needed. The year:	will be coded to this account &/c  Account Name/Dept:  will be coded to this account &/c	or calculation of annual total	al: 100 nse-Marketing

Account #: 230-5000-00	Account Name/Dept: Advertising Expense-Pride Cntr.
	will be coded to this account &/or calculation of annual total: s, postcards, banners and other materials
to promote the centre and ce	ntre events.
Total for the year:	1,775
Account #: 230-5090-00	Account Name/Dept: Computer Maint. Expense-Pride Cntr.
Detail/Analysis of what items Per schedule #2 - Included in	will be coded to this account &/or calculation of annual total:  Admin -
Total for the year:	-
Account #: 230-5110-00	Account Name/Dept: Condom Expense-Pride Cntr.
	will be coded to this account &/or calculation of annual total: ubricant, Dental Dams, and female condoms.
Total for the year:	400
Account #: 230-5120-00	Account Name/Dept: Conference Expense-Pride Cntr.
	will be coded to this account &/or calculation of annual total:
Cost for the Coordinator to a	ttend a relevant conference.
Total for the year:	100
Account #: 230-5200-00	Account Name/Dept: Depreciation Expense-Pride Cntr.
Detail/Analysis of what items Per Schedule #3	will be coded to this account &/or calculation of annual total:
Total for the year:	361
Account #: 230-5240-00	Account Name/Dept: Equip. & Equip. Maint. ExpPride Cntr.
	will be coded to this account &/or calculation of annual total:
	nent needs for the year such as buttons.
Total for the year:	300
Account #: 230-5250-00	Account Name/Dept: Events/Speakers Expense-Pride Cntr.
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:
	nt costs including speakers, performers,
film licenses, and other costs	for Pride Centre events such as

Queerapalooza, Sex Week, Drag Sho	
Costs for many of the events are offse	
Total for the year:	1,450
count #: 230-5350-00 A	ccount Name/Dept: Janitorial Expenses-Pride Cntr.
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Total for the year:	1,693
count #: 230-5400-00 A	ccount Name/Dept: Meeting Expenses-Pride Cntr.
	oded to this account &/or calculation of annual total:
Meeting expenses are for outreach an	
Total for the year:	80
count #: 230-5430-00 A	ccount Name/Dept: Office & General Expense-Pride Cntr.
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Office supplies for center including tor	ner cartridge and business cards, pens,
paper, name tags, etc.	
Total for the year:	350
count #: 230-5510-00 A	ccount Name/Dept: Repairs & Maint. Expense-Pride Cntr.
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Per Schedule #5 - Included in Facilitie	s
Total for the year:	
count #: 230-5550-00 A	ccount Name/Dept: Salaries, Wages & Benefits ExpPride C
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Salaries, Wages & Benefits - 39% time	e (15 hrs/week) for May - July.
53% time (20 hrs/week August - April)	
40 hours extra in December and April.	
Total for the year:	17,528
count #: 230-5580-00 A	ccount Name/Dept: Staff Welfare/Apprec. ExpPride Cntr.
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Detail/Analysis of what items will be co Year-end event @ \$15/volunteer (Bas	

Account #: 230-5600-00	Account Name/Dept: Subscriptions Expe	ense-Pride Cntr.
Detail/Analysis of what items w	ill be coded to this account &/or calculation of a	unnual total:
	ng The Advocate and Out magazine.	
Total for the year:	ig The Advocate and Out magazine.	200
Total for the year.		200
Account #: 230-5630-00	Account Name/Dept: Telephone Expens	se-Pride Cntr.
Detail/Analysis of what items w	ill be coded to this account &/or calculation of a	ınnual total:
Based on actual to December 3		
Total for the year:	, <u>, , , , , , , , , , , , , , , , , , </u>	654
Account #: 230-5640-00	Account Name/Dept: Training Expense-	Pride Cntr.
Data: I/A na hair afach at ita na ant	The second of the their second O're selected at the second	an and totals
	ill be coded to this account &/or calculation of a	400
	OTR 25 @ \$10 each and 15@ \$10 each.	<del>                                     </del>
	Intervention Training @ \$125/person	1,250
Additional training and education	onal opportunities for volunteers	200
Total for the year:		1,850
Account #: 230-5710-00	Account Name/Dept: Volunteer Apprec.	Expense-Pride Cntr
Account #. 250-57 10-00	Account Name/Dept. Volunteer Apprec.	Expense-i fide offit.
Detail/Analysis of what items w	ill be coded to this account &/or calculation of a	innual total:
	s based on points accumulated for	
hours volunteered.		
Total for the year:		820
Total for the year.		
Account #: 230-5690-00	Account Name/Dept: Utilities Expense-F	Pride Cntr.
		indo ontar
Detail/Analysis of what items w	ill be coded to this account &/or calculation of a	innual total:
Per Schedule #5		
Total for the year:		3,863

Detail/Analysis of what items will be coded to this account &/or calcu	ulation of annual total:
Elections (Advertising & Printing)	200
Candidate Forums	300
Executive Reimbursement	1,500
Councilor Reimbursement	750
Chief Returning Officer	2,500
Assistant Chief Returning Officer	1,500
DRO Voting Booth	500
Total for the year:	7,250

Account #: 150-5000-05	Account Name/Dent: Exec - By Flections Expense-Stud Gov

Elections (Advertising & Printing)	200
Candidate Forums	100
Candidate Reimbursement	200
Chief Returning Officer	1,000
Assistant Chief Returning Officer	600
Total for the year:	2,100

### Account #: 150-5330-00 Account Name/Dept: Exec - Referendum Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calcu-	ulation of annual total:
Referendum (Advertising & Printing)	200
Referendum Forum	300
Referendum Reimbursement	1,000
Referendum - Chief Returning Officer	1,000
Referendum - Assistant Chief Returning Officer	600
Total for the year:	3,100

#### Account #: 170-5090-00 Account Name/Dept: Executive - Computer Maint. Expense - Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calcular As per Schedule #2 - Included in Admin	
Maintenance Agreement (1-Filemaker) (May)	153
SSC Website Hosting, SSC Domain Renewal	104
*	257

### Account #: 170-5120-00 Account Name/Dept: Executive - Conference/Development Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of a	nnual total:
Conferences and other development for Executive as it pertains to their portfoli	io 6,500
Peer Advocacy Training	750
Total for the year:	7,250

Health and Wellness moved from this line to compensation line, and Peer Advocacy Course Added

Account #: 170-5200-00 Account Name/Dept: Executive - Depreciation Expense - Stud. Gov.				
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:				
Per Schedule #3				
Total for the year:		1,827		

# Account #: 170-5400-00 Account Name/Dept: Executive - Meeting Expense-Stud. Gov.

Meetings and events expenses	1,750
Executive Transition Lunch	350
Budget Walkthrough with Budget & Finance Committee	400
Senior Managers, U of S Senior Administrators, and Executive Lunch	400
USC Committees (8 x \$150) food allowance	1,200
Total for the year:	4,100

## Account #: 170-5430-00 Account Name/Dept: Executive - Office & General Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual	total:
Office supplies, business cards, etc.	
Total for the year:	600

# Account #: 170-5470-00 Account Name/Dept: Executive - Printing Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Office Copier Usage plus insurance forms and other misc, printing	
Office Copier Usage plus insurance forms and other misc, printing	
Total for the year:	38

### Account #: 170-5490-00 Account Name/Dept: Executive - Projects Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annua	
Projects and initiatives of the Executive: each Executive member must apply to the	
Executive Committee for funding.	4,500
Marketing (Survival Guide, Facebook advertising)	1,000
Total for the year:	5,500

Line decreased by 500 to acknowledge the formalization of Women in Leadership.

Account #: 170-5490-05 Account Name/Dept: Executive - Events Expense-Stud. Gov.

Experience in Excellence Awards	4,300
Undergraduate Project Symposium	2,500
Know Your Rights	500
AOCP (Term1 \$400 - Term2 \$400)	800
Women in Leadership	750
Campus Club Weeks (\$400 x 2)	800
Advocacy Week	200
Ice Rink (Miscellanious, Tarp, etc)	5,000
Remembrance Day	550
Indigenous Achievement Week (to be applied for or USSU sponsored speaker)	5,250
Elder (15hrs/month x 5 months plus incidentals, supplies and mileage)	10,000
Bike Tool Rental Service	75
Total for the year:	30,725

Nev

Line increased by \$1,350, largely towards the cost of the ice rink, and women in leadership. CFCR show removed to accomodate this f

Detail/Analysis of what items wi	Il be coded to this account &/or calculation of	f annual total	
Executive Orientation	il be coded to this account &/or calculation of	200	
Retreat		440	
Mid-year Review Retreat for the	Executive Committee	300	
Total for the year:		940	
count #: 170-5550-00	Account Name/Dept: Executive - Salar	ries, Wages & Benefits Exp St	ud. Gov.
Dotail/Analysis of what itoms wi	Il he coded to this account 8 for calculation of	f annual total:	
	Il be coded to this account &/or calculation of		
Executive Salaries - (38,664.29	x 4)	f annual total: 160,843 9,279	
	x 4)	160,843	
Executive Salaries - (38,664.29 Executive Salaries - Payout (15 Benefits (CPP, EI, WCB)	x 4)	160,843 9,279	Mo
Executive Salaries - (38,664.29 Executive Salaries - Payout (15 Benefits (CPP, EI, WCB)	x 4) days Vacation and 20 EDO's) activity/PAC student fees) (\$300/exec)	160,843 9,279 12,173	Мо
Executive Salaries - (38,664.29 Executive Salaries - Payout (15 Benefits (CPP, EI, WCB) Health and wellness (physical a	x 4) days Vacation and 20 EDO's) activity/PAC student fees) (\$300/exec)	160,843 9,279 12,173 1,200	Мо
Executive Salaries - (38,664.29 Executive Salaries - Payout (15 Benefits (CPP, EI, WCB) Health and wellness (physical a Reimbursement of particular stu	x 4) days Vacation and 20 EDO's) activity/PAC student fees) (\$300/exec)	160,843 9,279 12,173 1,200 1,098	Мо
Executive Salaries - (38,664.29 Executive Salaries - Payout (15 Benefits (CPP, EI, WCB) Health and wellness (physical a Reimbursement of particular stu	x 4) days Vacation and 20 EDO's) cctivity/PAC student fees) (\$300/exec) ddent fees (Health, Dental)	160,843 9,279 12,173 1,200 1,098 184,593	Мо
Executive Salaries - (38,664.29 Executive Salaries - Payout (15 Benefits (CPP, EI, WCB) Health and wellness (physical a Reimbursement of particular str. Total for the year:	x 4) days Vacation and 20 EDO's) activity/PAC student fees) (\$300/exec)	160,843 9,279 12,173 1,200 1,098 184,593	Мо
Executive Salaries - (38.664.29 Executive Salaries - Payout (15 Benefits (CPP, El, WCB) Health and wellness (physical a Reimbursement of particular st. Total for the year:	x 4) days Vacation and 20 EDO's) cctivity/PAC student fees) (\$300/exec) ddent fees (Health, Dental)	160,843 9,279 12,173 1,200 1,098 184,593	Mo
Executive Salaries - (38.684.29 Executive Salaries - Payout (15 Benefits (CPP, El, WCB) Health and wellness (physical a Reimbursement of particular str. Total for the year:	x 4) days Vacation and 20 EDO's)  ctivity/PAC student fees) (\$300/exec) udent fees (Health, Dental)  Account Name/Dept: Executive - Spon  Il be coded to this account &/or calculation of	160,843 9,279 12,173 1,200 1,098 184,593	
Executive Salaries - (38.684.29 Executive Salaries - Payout (15 Benefits (CPP, El, WCB) Health and wellness (physical a Reimbursement of particular str. Total for the year:	x 4) days Vacation and 20 EDO's) cidityl/PAC student fees) (\$300/exec) ddent fees (Health, Dental)  Account Name/Dept: Executive - Spon lil be coded to this account &/or calculation of dent Experience Event Funding	160,843 9,279 12,173 1,200 1,098 184,593	Mo

Moved from confrence and development line to more accurately represent full executive compensation

ount #: 170-5630-00	Account Name/Dept: Executive - Telephone I	_xperise=3tuu.
Detail/Analysis of what items v	rill be coded to this account &/or calculation of annua	il total:
Cost for reimbursement of exe	cutive cellphone plans, up to \$100/month each	4,800
Cost of telephone hardware ar	d long distance.	1,824
Total for the year:		6,624

count #: 170-5660-00 Account Name/Dept: Executive - Travel Expense-Stud.Gov.	
Detail/Analysis of what items will be coded to this account &/or calculation of anni	ial total:
This is for miscellaneous Executive travel (Not related to conference travel).	Total:
Car rental or mileage (Rural campus travel)	1,140
Food for students & the executive (\$200 x 3)	600
Per diem allowance for three full trip days (\$65 x 4 x 3)	780
Hotel rooms for three nights {(\$120 x 4 x 1) + (\$150 x 4 x 2)}	1,680
Total for the year:	4,200

er Maintenance	
of annual total:	
153	
153	
	of annual total:

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Year end gifts for Councilors (26 Councilors x \$100)	Account #: 310-5190-00	Account Name/Dept: USC - Councile	or Year end gifts Expense-Stud. Gr	ov.
	Dotail/Analysis of what itoms w	he coded to this account 8 for calculation	of annual total:	
Year end gifts for Councilors (26 Councilors x \$100)			oi annuai totai.	
	Year end gifts for Councilors (2	Councilors x \$100)		
Total for the year: 2,600	Total for the year:		2,600	

Account #: 310-5200-00 Account Name/Dept: USC - Depreciation Expense - Stud. Gov.			
Detail/Analysis of what items	will be coded to this account &/or calculation of annua	al total:	
As per schedule #3			
Total for the year:		158	

Account #: 310-5330-00 Account Name/Dept: USC - Honorariums Expense-Stud. Gov.				
Detail/Analysis of what items	vill be coded to this account &/or calculation of annu	ial total:		
USC Chair (\$40/meeting x 25 meetings)				
Total for the year:		1,000		

Account #: 310-5400-00 Account Name/Dept: USC - Meeting Expenses-Stud. Gov.				
	will be coded to this account &/or cal	culation of annua		i
Other meeting expenses (nar			25	
USC Orientation-April (meals			350	
USC Orientation-September	(meals, printing, etc.)		350	ļ
Total for the year:			725	

\*additional orientation added in April to create easier transition for USC, \$25 added from the original budget to accomodate another meeting.

Account #: 310-5400-10 Account Name/Dept: USC - Meeting Expense	es (AGM)-Stud. Go	V
Detail/Analysis of what items will be coded to this account &/or calculation of annua	al total:	
Printing, Office Supplies, Room & Equipment Rentals	500	
Refreshments (Pizza, Pepsi Product)	490	Specification removed
Chairperson Honorarium	75	
Total for the year:	1,065	
, and the second		

Account #: 510-5400-05 Account Name/Dept: USC - Meeting Expense	8 (3GIVI)-31UU.	GUV.	
Detail/Analysis of what items will be coded to this account &/or calculation of annua	I total:		
Printing, Office Supplies, Room & Equipment Rentals	500		
Refreshments (Pizza, Pepsi Product)	490		s
Chairperson Honorarium	75		
Total for the year:	1,065		

Specification removed

pprec. Expense-Stud. Gov.
f annual total:
2,400
2,400
800
5,600

5 Account #:	130-4180-00	Account Name/Dent:	Ratification Revenue-Ca	mnus Groups	
Account #.	100 4100 00	Account Name, Dept.	ratilication revenue ou	трио отоиро	
		ill be coded to this account &/or calculation			
		m ratification fees in the campus groups p	policy.		
	•	are accounted for in the Admin Budget)		45.000	
Total for th	ne year:			15,000	
Account #:	130-4280-00	Account Name/Dept:	Sponsorship Revenue- C	Campus Groups	<u> </u>
Detail/Ana	lvsis of what items w	ill be coded to this account &/or calculation	on of annual total:		
	Beverage Contract			10,200	
Pepsi Pro				4,000	
Total for th	ne year:			14,200	
Account #:	130-5310-00	Account Name/Dept:	Grants Expense (Cash/C	Credit)-Campus Groups	_
Detail/Ana	lysis of what items w	ill be coded to this account &/or calculation	on of annual total:		
	Groups (~150 groups)		on or annual total.		
Total for th				50,000	Increased by \$5,000
Account #:	130-5310-05	Account Name/Dept:	Grants Expense (Produc	et)-Campus Groups	
Detail/Ana	lvsis of what items w	ill be coded to this account &/or calculation	on of annual total:		
Pepsi Pro	•				
Total for th				4,000	
Account #:	220-5310-00	Account Name/Dept:	Grants Expense - Campi	us Legal Services	_ _
Detail/Ana	lysis of what items w	ill be coded to this account &/or calculation	on of annual total:		
		Services for administrative expenses to be			
Total for th				500	
Account #:	220-5310-05	Account Name/Dept:	Grants Expense - Sustai	nability	_
Detail/Ana	lysis of what items w	ill be coded to this account &/or calculation	on of annual total:		
	•	matched by U of S ) to be applied for.	on or annual total.		
		ustainability of \$2,500)			
Total for th	-	40taniasini, 0. 42,000)		2,500	
Account #:	280-5310-00	Account Name/Dept:	Grants Expense-Student	t-Travel Fund	
Detail/Ana	lysis of what items w	ill be coded to this account &/or calculation	on of annual total:		
USSU gra	nt to U of S Student	Travel Award			
Total for th	ne year:			5,000	

Account #:	165-4280-00	Account Name/Dept:	Sponsorship Revenue-S. S-Welcome Week		
			t &/or calculation of annual total:		
		ek from various participants			
Total for t	ne year:		27,000		
A	165 5000 00	Account Name / Dont	Advantising Evenes C.C. Walsoms Wash		
Account #:	165-5000-00	Account Name/Dept:	Advertising Expense-S.S-Welcome Week		
Detail/An	alysis of what items	will be coded to this accoun	t &/or calculation of annual total:		
Print and	l Social Media advert	tising.			
Total for t	the year:		350		
Account #:	165-5220-40	Account Name/Dent	Entertainment Live Expense-S.S-Welcome Week		
Account #.	103-3220-40	Account Name/Dept.	Entertainment Live Expense-5.5-welcome week		
Detail/An	alysis of what items	will be coded to this accoun	t &/or calculation of annual total:		
Bands, D	Js, riders, productior	and stage.			
Total for t	he year:		6,500		
Account #:	165-5240-00	Account Name/Dept:	Equipment Maint. Expense-S.S-Welcome Week		
Detail/An	alvaia of what itama	will be ended to this accoun	t 9 for coloulation of annual totals		
Facilities	alysis of what items t	will be coded to this account	t &/or calculation of annual total: 6,400		
	n Rentals (tents, toil	ets) Budget Porta Storage	7,800		
	Prive In (projector and	<del>'</del>	1,000		
Total for t	he year:		15,200		
Account #:	165-5390-00	Account Name/Dept:	Licenses Expense-S.SWelcome Week		
Detail/An	alvsis of what items \	will be coded to this accoun	t &/or calculation of annual total:		
Licensing of Carless Drive In movie.					
Total for t			350		
A	445 5500 00	A	Daniel Marchardia For		
Account #	145-5500-00	Account Name/Dept:	Promo Merchandise Expense-Welcome Week		
Detail/An	Detail/Analysis of what items will be coded to this account &/or calculation of annual total:				
		ts, and Welcome Week.			
Total for t	he year:		3,500		

Account Name/Dept: PT Salaries Expense- S.S.-Welcome Week

Account # 165-5550-00

Detail/Analysis of what items will be coded to this account &/or calculation	of annual total:
Student Crew for overnight security & odd jobs.	
Total for the year:	1,000

Account #:	330-4295-00	Account Name/Dept:	Crew Revenue-S.S-S	lud. Crew/Safewalk
D = 4 = 1 / A = = 1 · · ·		and add to the annual Olar and all the	of annual total	
		coded to this account &/or calculation		
		charged out as follows: USSU \$13/hr,		<del> </del>
		ousiness \$14/hr, Off Campus Groups v		<del> </del>
		018 and estimated up to April with incr	eased rates in effect.	42.040
Total for the	year:			43,940
Account #:	330-5000-00	Account Name/Dept:	Advertising Expense -	S.S Stud. Crew/Safewalk
Detail/Analys	eis of what items will be	coded to this account &/or calculation	of annual total:	
		Safewalk postcards and positions.	or armual total.	
		dalewaik postcards and positions.		1,100
Total for the	year.			1,100
Account #:	330-5090-00	Account Name/Dept:	Computer Maint. Exp.	-S.S Stud. Crew/Safewalk
Detail/Analys	sis of what items will be	coded to this account &/or calculation	of annual total:	
	dule #2 - Included in Ad			-
Total for the				-
Account #:	330-5200-00	Account Name/Dept:	Depreciation Expense	e-S.S-Stud. Crew/Safewalk
Detail/Analys	sis of what items will be	coded to this account &/or calculation	of annual total:	
As per Sched	dule #3			
Total for the				100
Account #:	330-5240-00	Account Name/Dept:	Equip. & Equip. Maint	. ExpS.S-Stud. Crew/Safew
Detail/Analys	sis of what items will be	coded to this account &/or calculation	of annual total:	
		service agreement for 2 Safewalk/Stu		
Total for the				250
Account #:	330-5350-00	Account Name/Dept:	Janitorial Expense-S.S	S-Stud. Crew/Safewalk
Detail/Analys	sis of what items will be	coded to this account &/or calculation	of annual total:	
As per Sched		The second of th		
Total for the				5,510
Total for the	, ca			<u> </u>
Account #:	330-5430-00	Account Name/Dept:	Office & General Expe	ense-S.S-Stud. Crew/Safewa
Detail/Analys	sis of what items will be	coded to this account &/or calculation		
	es as needed.	coded to this account wor calculation	i oi aililuai totai.	
Total for the				180
TOTAL TOT THE	усаг.			100
Account #:	330-5510-00	Account Name/Dept:	Repairs & Maint. Expe	ense-S.S-Stud. Crew/Safewa
Detail/Analys	sis of what items will be	coded to this account &/or calculation	of annual total:	
	dule #5 -Included in Fac			-
Total for the				-
				, <del></del>

Account #:	330-5550-00	Account Name/Dept:	Salaries, Wages & Ben. Ex	pS.SStud.Crew/Safew
Detail/Analys	is of what items will be o	oded to this account &/or calculation	of annual total:	
		eek in Sept and Jan, and 20hrs/weel		13.736
				13,730
	_	d ending in April. (Includes office hou		40 104
		on actual to December 31, 2018 an	d estimated up to April.	40,194
Total for the y	/ear:			53,930
Account #:	330-5580-00	Account Name/Dept:	Staff Welfare/Apprec. Exp.	-S.S-Stud. Crew/Safewall
Detail/Analys	is of what items will be c	oded to this account &/or calculation	of annual total:	
Year-end eve	ent @ \$15/volunteer (Bas	sed on 15 volunteers)		225
Total for the y	/ear:		L	225
Account #:	330-5630-00	Account Name/Dept:	Telephone Expense-S.S-S	tud. Crew/Safewalk
Detail/Analys	is of what items will be c	oded to this account &/or calculation	of annual total:	
		on actuals to December 31,2018 and		
Total for the				444
Account #:	330-5640-00	Account Name/Dept:	Training Expense-S.SStu	d. Crew/Safewalk
Detail/Analys	is of what items will be c	oded to this account &/or calculation	of annual total:	
Bystander Int	ervention and other cour	rses that may be valuable.		200
To cover any	costs associated with pr	roviding courses such as:		
VOTO O MAG				300
VOIR @ \$10	/pp (Based on 15 volunt	eers)		
Total for the		eers)		500
Total for the y			Uniforms Expense-S.S-Stu	500
Account #:  Detail/Analys	/ear: 330-5670-00 is of what items will be co	Account Name/Dept: oded to this account &/or calculation		500
Account #:  Detail/Analys Student Crew	year:  330-5670-00  is of what items will be content to the content of the conten	Account Name/Dept: oded to this account &/or calculation		d. Crew/Safewalk
Account #:  Detail/Analys Student Crew	year:  330-5670-00  is of what items will be content to the content of the conten	Account Name/Dept: oded to this account &/or calculation		500
Account #:  Detail/Analys Student Crew Total for the y	year:  330-5670-00  is of what items will be content to the content of the conten	Account Name/Dept:  oded to this account &/or calculation Safewalk.		d. Crew/Safewalk
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys	year:  330-5670-00  is of what items will be control to the contro	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation	of annual total:  Volunteer Apprec. Expense of annual total:	d. Crew/Safewalk
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys USSU Gift Ca	330-5670-00 is of what items will be control to the	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:	of annual total:  Volunteer Apprec. Expense of annual total:	d. Crew/Safewalk  500  e-S.S-Stud. Crew/Safewa
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys	330-5670-00 is of what items will be control to the	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation	of annual total:  Volunteer Apprec. Expense of annual total:	d. Crew/Safewalk
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys USSU Gift Ca Total for the y	330-5670-00 is of what items will be control to the	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation d on points accumulated for hours vo	of annual total:  Volunteer Apprec. Expense of annual total:	d. Crew/Safewalk  500  e-S.S-Stud. Crew/Safewa
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys USSU Gift Ca Total for the y  Account #:  Detail/Analys	330-5670-00  is of what items will be content and jackets for some services.  330-5710-00  is of what items will be content and for volunteers based over:  330-5690-00  is of what items will be content and some services.	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation d on points accumulated for hours vo	of annual total:  Volunteer Apprec. Expense of annual total: lunteered.  Utilities Expense-S.S-Stud.	d. Crew/Safewalk  500  e-S.S-Stud. Crew/Safewa
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys USSU Gift Ca Total for the y	330-5670-00 is of what items will be content and jackets for some services.  330-5710-00 is of what items will be content and jackets for some services.  330-5710-00 is of what items will be content and jackets for some services.	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation d on points accumulated for hours vo  Account Name/Dept:	of annual total:  Volunteer Apprec. Expense of annual total: lunteered.  Utilities Expense-S.S-Stud.	d. Crew/Safewalk  500  e-S.S-Stud. Crew/Safewa

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Account #:	350-5000-00	Account Name/Dept:	Advertising Expe	nse-Women Cntr.
_				
	-	vill be coded to this account &/or c		otal:
		Centre postcards, promotional ma	aterial for the Centre	
		and workshop advertising.		
Total for t	he year:			1730
Account #:	350-5090-00	Account Name/Dept:	Computer Maint.	Expense-Women Cntr.
Dotoil/An	alvaia of what itoma w	vill be ended to this appount 8 for a	algulation of annual t	otal:
	dule #2 - Included in	vill be coded to this account &/or c	alculation of annual t	otal.
Total for t				_
Total for t	nie year.			
Account #:	350-5110-00	Account Name/Dept:	Condoms Expen	se-Women Cntr.
Deteil/Am	alvaia af what itama v	ill be added to this assert 9/or a	alaulation of annual t	atal.
		vill be coded to this account &/or c s, female condoms, and tampon a		olai.
for the ye	· •	s, lemale condoms, and tampon al	nu pau purchases	
Total for t				400
Total for t	nie year.			400
Account #:	350-5120-00	Account Name/Dept:	Conferences Exp	ense-Women Cntr.
		•		
Detail/Ana	alysis of what items w	vill be coded to this account &/or c	alculation of annual t	otal:
Cost for 0	Coordinator to attend	relevant conferences or seminars	i.	
Total for t	he year:			100
Account #:	350-5200-00	Account Name/Dept:	Depreciation Exp	ense-Women Cntr.
		•	'	
Detail/Ana	alysis of what items w	vill be coded to this account &/or c	alculation of annual t	otal:
Per Sche	dule #3			
Total for t	he year:			421
A	250 5240 00	Account Name / Dents	Faulia 9 Faulia N	laint Europea Waman Cat
Account #:	350-5240-00	Account Name/Dept:	Equip. & Equip iv	laint. Expense-Women Cnt
Detail/Ana	alysis of what items w	vill be coded to this account &/or c	alculation of annual t	otal:
To cover	costs of any equipme	ent needs for the year.		
Total for t	he year:	•		200
Account #:	350-5250-00	Account Name/Dept:	Events/Speakers	Expense-Women Cntr.
Dotoil/A	alvois of what itams	vill be ended to this associate 9 /or a	algulation of annual t	otal:
	-	vill be coded to this account &/or c s that take place during the year.		olai.
		, V-day, Dec 6 Memorial, Internati		
		ual Assault Awareness Week, and		
	by the new coordinato		, outor ovorito	
Total for t		4.		2,250
i Otal IOI t	ino year.			2,200

ccount #:	350-5350-00	Account Name/Dept:	Janitorial Expens	e-Women Cntr.
Detail/Ana	alysis of what items v	vill be coded to this account &/or o	alculation of annual t	otal:
Per Sched	dule #4			
Total for t	he year:			2,365
ccount #:	350-5400-00	Account Name/Dept:	Meeting Expense	e-Women Cntr.
Detail/Ana	alysis of what items v	vill be coded to this account &/or o	alculation of annual t	otal:
Meeting e	xpense is for outread	ch and networking.		
Total for t	he year:			80
ccount #:	350-5430-00	Account Name/Dept:	Office & General	Expense-Women Cntr.
Detail/Ana	alysis of what items v	vill be coded to this account &/or o	alculation of annual t	otal:
	•	cartridges, filing supplies, busines		
name tags	·		, <u> </u>	
Total for t				300
	•	Account Name/Dept:	•	nance Expense-Women
	dule #5 - Included in	Facilities		
Total for t	he year:			-
ccount #:	350-5550-00	Account Name/Dept:	Salaries, Wages	& Benefits ExpWomen (
		vill be coded to this account &/or o		otal:
		99% time (15 hrs/week) for May	July.	
	•	gust through April 30.		
Total for t	ra (Dec and Apr) he year:			17,528
ccount #:	350-5580-00	Account Name/Dept:	Staff Welfare/App	orec. Expense-Women Ci
Detail/Ana	alveis of what items v	vill be coded to this account &/or o	alculation of annual t	otal·
	-	eer (Based on 30 volunteers).	a.caiation of annial t	
Total for t		,		450
ccount #:	350-5600-00	Account Name/Dept:	Subscriptions Ex	pense-Women Cntr.
	-	vill be coded to this account &/or c	alculation of annual t	otal:
	bscriptions & purcha	•		
Bust, Bitc	h, Herizon,Shameles	s, Colorlines, Briarpatch, Harper's	i.	

Total for t	he year:		200
Account #:	350-5630-00	Account Name/Dept:	Telephone Expense-Women Cntr.
Detail/Ana	alvsis of what items w	ill be coded to this account &/or o	alculation of annual total:
	telephone hardware.		
Total for t	he year:		636
Account #:	350-5640-00	Account Name/Dept:	Training Expense-Women Cntr.
Detail/Ana	alvsis of what items w	ill be coded to this account &/or c	alculation of annual total:
	•	each), (15 @ \$10 each)	400
	•	erson x 4 Volunteers for each se	ssion 1000
Other train	ning opportunities.		200
Total for t	he year:		1,600
Account #:	350-5710-00	Account Name/Dept:	Volunteer Appreciation Expense-Women Cntr.
Detail/Ans	alveis of what items w	ill be coded to this account &/or c	
	•	based on points accumulated fo	
Total for t		bacca cir pointe accumulatea ic	860
Account #:	350-5690-00	Account Name/Dept:	Utilities Expense-Women Cntr.
Detail/Ana	alysis of what items w	ill be coded to this account &/or c	alculation of annual total:
Per Sched	•		
Total for t	he year:		5,415

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actuals to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4060-00	Account #:	360-4005-00	Account Name/Dept:	Banner Stand Revenue-XL Design
Total for the year:    Cacount #: 360-4005-00   Account Name/Dept: Binding Revenue	Detail/Ana	lysis of what items will	be coded to this account &/or calcu	ulation of annual total:
Account #: 360-4005-00 Account Name/Dept: Binding Revenue  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actuals to December 31, 2018 and estimated up to April.  Total for the year: 10,227  Account #: 360-4060-00 Account Name/Dept: Color Copy Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year: 205,356  Account #: 360-4150-00 Account Name/Dept: Finishing Revenue  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year: 17,904  Account #: 360-4170-00 Account Name/Dept: Laminating Revenue  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year: 7,827  Account #: 360-4200-00 Account Name/Dept: Outsourcing Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year: 24,108  Account #: 360-4200-00 Account Name/Dept: Outsourcing Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year: 24,108  Account #: 360-4215-00 Account Name/Dept: Plotter Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year: 131.830	Based on a	actual revenue to Dec	ember 31, 2018 and estimated up to	o April.
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actuals to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360.4060-00	Total for th	ne year:		20,201
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actuals to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360.4060-00				
Based on actuals to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4060-00  Account Name/Dept:  Color Copy Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  7,827  Account #: 360-4200-00  Account Name/Dept:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830	Account #:	360-4005-00	Account Name/Dept:	Binding Revenue
Total for the year:    Total for the year:   10,227	Detail/Ana	lysis of what items will	be coded to this account &/or calcu	ulation of annual total:
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Total for the year:  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00  Account Name/Dept:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00  Account Name/Dept:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Total for the year:  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	Based on a	actuals to December 3	31, 2018 and estimated up to April.	
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:    205,356	Total for th	ne year:		10,227
Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4150-00 Account Name/Dept: Finishing Revenue  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4170-00 Account Name/Dept: Laminating Revenue  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00 Account Name/Dept: Outsourcing Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4215-00 Account Name/Dept: Plotter Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4215-00 Account Name/Dept: Plotter Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830  Account #: 360-4330-00 Account Name/Dept: Typesetting Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830	Account #:	360-4060-00	Account Name/Dept:	Color Copy Revenue-XL Design
Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4150-00 Account Name/Dept: Finishing Revenue  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4170-00 Account Name/Dept: Laminating Revenue  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00 Account Name/Dept: Outsourcing Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4215-00 Account Name/Dept: Plotter Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4215-00 Account Name/Dept: Plotter Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830  Account #: 360-4330-00 Account Name/Dept: Typesetting Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total: Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830	Detail/Ana	lvsis of what items will	be coded to this account &/or calc	ulation of annual total:
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00 Account Name/Dept: Outsourcing Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4215-00 Account Name/Dept: Plotter Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4215-00 Account Name/Dept: Plotter Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830				
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  17,904  Account #: 360-4170-00	Total for th	ne year:		205,356
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00 Account Name/Dept: Outsourcing Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	Account #:	360-4150-00	Account Name/Dept	Finishing Revenue
Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:    17,904			•	
Total for the year:    Total for the year:   17,904		•		
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00 Account Name/Dept: Outsourcing Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4215-00 Account Name/Dept: Plotter Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Total for the year:  Typesetting Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Typesetting Revenue-XL Design			ember 31, 2018 and estimated up to	<u> </u>
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00	lotal for th	ne year:		17,904
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00				
Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4200-00 Account Name/Dept: Outsourcing Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  Account #: 360-4215-00 Account Name/Dept: Plotter Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830  Account #: 360-4330-00 Account Name/Dept: Typesetting Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	Account #:	360-4170-00	Account Name/Dept:	Laminating Revenue
Total for the year:  Account #: 360-4200-00		-		
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Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830  Account #: 360-4330-00 Account Name/Dept: Typesetting Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	Total for th	ne year:		24,108
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830  Account #: 360-4330-00 Account Name/Dept: Typesetting Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	N	200 4245 00	Account Name (Dant)	Dietter Deverye VI. Desire
Based on actual revenue to December 31, 2018 and estimated up to April.  Total for the year:  131,830  Account #: 360-4330-00 Account Name/Dept: Typesetting Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	ACCOUNT #:	300-4213-00	Account Name/Dept:	Fioliei Revenue-AL Design
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Account #: 360-4330-00 Account Name/Dept: Typesetting Revenue-XL Design  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:			ember 31, 2018 and estimated up to	<del>- ·</del>
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	lotal for th	ne year:		131,630
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Based on actual revenue to December 31, 2018 and estimated up to April.				
	Based on a	actual revenue to Dec	ember 31, 2018 and estimated up to	o Aprii.

Total for th	ne year:		8,775
Account #:	360-5000-00	Account Name/Dept:	Advertising Expense-XL Design
Full-page	Survival Calendar, so including a conference	ill be coded to this account &/or calcu- cial media ads and promotional e back drop, pens, and paper pads.	lation of annual total:  2,950
Account #:	360-5030-00	Account Name/Dept:	Bank Charges Expense-XL Design
This is a p	ercentage base charg actual expense to De	ill be coded to this account &/or calcu ge for debit/credit card sales. cember 31, 2018 and estimated up to	
Account #:	360-5040-00	Account Name/Dept:	Banner Stand Expense-XL Design
	cost of banner stand	ill be coded to this account &/or calcust and materials. They are at 25% of	
Account #:	360-5090-00	Account Name/Dept:	Computer Maint. Expense-XL Design
As per Sch	hedule #2 - Included i Creative Cloud Compl ages Pro	ill be coded to this account &/or calcunt Admin ete, FMS/Files (Server)	lation of annual total:  0 1,241 600 1,168 3,008
Account #:	360-5170-10	Account Name/Dept:	Copier-Paper Expense-XL Design
Detail/Ana	alysis of what items wi 16.5% of Colour Cop	ill be coded to this account &/or calcu	
Account #:	360-5170-15	Account Name/Dept:	Copier-Service Expense-XL Design
	expense for 'click' chas.	ill be coded to this account &/or calcu arges on the copier. It is estimated a	
Account #:	360-5200-00	Account Name/Dept:	Depreciation Expense-XL Design

Total for the	year:			8,887	
Account #:	360-5240-00	Account Name/Dept:	Equip. & Equ	uip MaintXL Design	
Detail/Analy	reis of what items will	be coded to this account &/or ca	alculation of annual to	ntal·	
		ment not covered under service.		otal.	
		blade sharpening, and other item			
Total for the	year:			3,700	
Account #:	360-5215-00	Account Name/Dept:	Finance Exp	ense-XL Design	
Detail/Analy	sis of what items will	be coded to this account &/or ca	alculation of annual to	otal·	
	arge on lease of Colo				
Total for the	-			3,396	
Account #:	360-5290-00	Account Name/Dept:	Freight- XL [	Design	<del></del> -
Detail/∆nalv	sis of what items will	be coded to this account &/or ca	alculation of annual to	ntal:	
		per and other supplies.	iloulation of annual to	otal.	
Total for the	year:			3,000	
Account #:	360-5355-00	Account Name/Dept:	Lease Opera	ating- XL Design	
Account #: _Detail/Analy	360-5355-00	be coded to this account &/or ca		ating- XL Design	
Account #:  Detail/Analy Lease costs	360-5355-00  sis of what items will for the two Ricoh pr	be coded to this account &/or ca		otal:	
Account #: _Detail/Analy	360-5355-00  sis of what items will for the two Ricoh pr	be coded to this account &/or ca		ating- XL Design	
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	using AL for all their p	print requirements. This cost is bud	geted at 85%
of revenue	).		
Total for th	ne year:		20,492
Account #:	360-5455-00	Account Name/Dept:	Plotter Expenses-XL Design
Detail/Ana	lysis of what items will	be coded to this account &/or calc	ulation of annual total:
	•	enue. This covers ink cartridges, pa	
Total for th	ne year:	<u> </u>	27,684
Account #:	360-5510-00	Account Name/Dept:	Repairs & Maint. Expense-XL Design
	•	be coded to this account &/or calc	ulation of annual total:
Misc. Rep			
Total for th	ne year:		300
Account #:	360-5550-00	Account Name/Dept:	Salaries, Wages & Benefits Expense-XL Desig
		•	-
	-	be coded to this account &/or calc	ulation of annual total:
Total for th	Vages & Benefits for F	T and PT employees.	138,369
Total for ti	ie year.		100,000
Account #:	360-5630-00	Account Name/Dept:	Telephones Expense - XL Design
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Detail/Ana Telephone Total for the  Expenses Building Main	lysis of what items will hardware and long di ne year:	be coded to this account &/or calc	ulation of annual total:
Detail/Ana Telephone Total for the Expenses Building Main Account #:	lysis of what items will hardware and long dine year:  ntenance  360-5350-00	be coded to this account &/or calc stance calls.	Janitorial Expense-XL Design
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Account #: 181-4160-00	Account Name/Dept: Interest Revenue-Place Riel
Detail/Analysis of what items wi Based on actual from 2017-201 Total for the year:	Il be coded to this account &/or calculation of annual total:  8.
Account #: 181-4300-00	Account Name/Dept: Infrastructure Revenue-Place Riel
	Il be coded to this account &/or calculation of annual total: g the year plus interest and bank charges.  1,228,778
Account #: 181-5030-00	Account Name/Dept: Bank Charges Expense-Place Riel
Detail/Analysis of what items wi Based on actual from January - Total for the year:	December, 2018.  104,618
Account #: 181-5200-00	Account Name/Dept: Depreciation Expense-Place Riel
Detail/Analysis of what items wi Per Schedule #3 Total for the year:	Il be coded to this account &/or calculation of annual total:  649,856
Account #: 181-5325-00	Account Name/Dept: Interest Expense-Place Riel
Detail/Analysis of what items wi Based on actual from January - Total for the year:	Il be coded to this account &/or calculation of annual total:  December, 2018.  781,017

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29	Jan 3	Jan 10	Jan 17	Jan 24	Feb 7	Feb 14	Feb 28
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	Р	Р	R	Р	Р	Р	Р	Р	Р	Р	Р	Р
Albert, Mike	Р	Р	Р	R	Р	Р	Α	Р	Р	Р	Р	Р	Р	Р	Р	Р
Aman, Mike	Р	Р	Р	Р	R	Р	Р	R	Р	R	Р	Р	Р	Р	R	Р
Andraos, John	Р	Р	R	R	R	Р	Р	RESIGNED								
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	Р
Bell, Jamie	NYA	NYA	NYA	NYA	R	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	Р
Dear, Seth	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	R	R	R	R	R	R
Dierker, Meaghan	P	P	P	P	Р	Р	Р	Р	R	P	P	R	P	P	Р	Р
Flynn, Amy	P	P	P	P	R	Р	Р	Р	Р	P	P	P	P	P	Р	Р
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	P	R	R	P	R	R	P
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р	Р	R	Р	P	P	P	P	P	Р	Р
Han, Yifan	P	P	P	P	Р	Р	Р	Р	Р	P	P	P	P	P	Р	P
Keller, Ryne	NYA	NYA	NYA	NYA	Р	Р	R	Р	R	R	P	R	R	P	R	P
Klassen, Lauren	P	P	P	P	Р	R	Р	Р	Р	P	P	P	P	P	Р	R
Kobes, Brent	P	P	P	P	Р	Р	Р	Р	Р	P	P	P	P	P	Р	Р
Koh-Steadman, Noah	R	P	P	P	R	Р	R	Α	Р	R	P	P	P	P	Р	Р
Liu, Serena	NYA	NYA	NYA	NYA	Р	Р	Р	Р	R	P	P	R	R	P	R	R
Moellenbeck, Sheldon	P	P	P	P	P	P	P	Р	Р	P	P	P	P	P	Р	P
Munoz Pimentel, Carlos	P	P	P	P	P	P	P	Р	Р	P	P	P	P	P	Р	R
Reaser, Jacob	P	P	P	P	R	P	P	Р	R	P	P	P	P	P	R	P
Rosas, Erick	P	R	P	R	P	R	RESIGNED									
Simons, Gabe	Р	Р	Р	R	Р	Р	Р	Р	Р	Р	Р	P	Р	P	Р	R
Thomson, Emma	Р	Р	Р	P	Р	Р	Р	Р	R	Р	Р	R	Р	P	R	Р
Wu, Rose	Р	Р	Р	P	Р	Р	Р	Р	Р	Р	R	P	Р	P	Р	P
P - Present; R - Regrets; A - Absence; NYA - N	ot Yet Appointe	ed; NM - No Mee	eting													

# University Students' Council Agenda March 14, 2019 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
- 4. Minutes and Reports for Information
  - 4.1 **USC Minutes March 7, 2019**
  - 4.2 Executive Committee March 11, 2019
  - 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 VP Brent Kobes, USSU Budget Presentation
- 7. Other Business
- 8. Questions, Comments, and Announcements
- 9. Adjournment

# University Students' Council Minutes for Thursday, March 7, 2019

#### Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Sheldon Moellenbeck, VP Academic Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering Meaghan Dierker, Agriculture & Bioresources Yifan Han. Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM Noah Koh-Steadman, Engineering Akinwande Akingbehin, International Students Jamie Bell. Edwards School of Business Kaitlin Bird, Indigenous Students Jonathan Halvorson, Arts & Science Serena Liu, Dentistry Lauren Klassen, Education

#### Also present

Kylie Phillips, Chairperson Caroline Cottrell, General Manager

## Regrets

Seth Dear, Nursing Amy Flynn, Education Lauren Fraess, Nursing Ryne Keller, Agriculture & Bioresources

#### Absent

#### Guests

Allen Lewis
Jacqueline Ottman, Vice-Provost Indigenous
Engagement
Ana Cristina Camacho, Sheaf
David Pratt, FSIN Vice-Chief
Regan Ratt-Misponas, ISC

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

# 1. Adoption of the Agenda

Chairperson Phillips 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.

Move to adopt the amended agenda.

USCMotion069: Councillor Munoz-Pimentel/Councillor Bell

Carried

#### 2. Introductions

President Baldhead introduced Allen Lewis, Ana Cristina Camacho from The Sheaf, Jacqueline Ottman, Vice-Provost Indigenous Engagement, and David Pratt, Vice-Chief of FSIN.

#### 3. Council Addresses

### 3.1 David Pratt, Vice-Chief FSIN

Mr. Pratt noted that the University of Saskatchewan has the highest enrollment of Indigenous students at a university in the U15. He wants to encourage Councillors to continue to support Indigenous voices on campus. He noted that he and Max Fineday created the Indigenous Student Affairs Committee so that, no matter who the USSU President was, Indigenous voices would have a place within the USSU. He noted that he supports the concept of an Indigenous Students' Union. He thinks that the University of Saskatchewan is on the right path moving forward. He said he thinks that the Indigenous Students' Council could increase their capacity if the USSU would set a budget aside for them. He said that if the university is serious about supporting Indigenous students, they have to provide the financial resources for Indigenous students. Mr. Pratt said that there are problems in this province with racism. He said that we have to see changes within our society and that students now are the ones who will lead this. He said that the University of Saskatchewan population will soon be 50% Indigenous.

## 3.2 Jacqueline Ottman, Vice-Provost Indigenous Engagement

Ms. Ottman said she grew up in Fishing Lake First Nation. She went to a provincial school. Her father was Chief of her community for thirty years. Ms. Ottman first came to the University of Saskatchewan in 1983. At this time, there were only a handful of Indigenous peoples on campus. She was offered this job position at the University of Calgary, and was shortlisted to top two at the University of Manitoba. One of the questions she asked at the selection committee was if there is willingness and readiness at the University of Saskatchewan for change. She went through an open interview process here. Her position is the first of its kind at this senior level. She noted that there was significant Indigenous engagement in the creation of the University Plan. She said that

our University Plan is the first to incorporate as much Indigenous content as it does. The next thing being worked on is an Indigenous Strategy. She noted that today she met with many Indigenous Elders and knowledge-keepers regarding the Indigenous Strategy. She noted that they hope to do an online survey to reach out to Indigenous students regarding the Strategy. She said the most comprehensive research on Indigenous engagement in educational institutions is the Royal Commission on Aboriginal Peoples. She noted that her team has just hired a Communications Officer to help share their stories internally and externally. She noted she has a group of over 30 people across campus, who have spent time researching anti-racism, that provide advice on systemic, structural change. She noted that March 21 is International Day Against Racism and her advisory group is working toward Rock Against Racism. She noted there is another group like this that is focused on land- and place-based education on campus. She said that she is reviewing the tenure-promotion process to better recognize those working in the area of Indigenous scholarship.

Councillor Bird said that she does not think that an online survey sent to Indigenous students would be successful outreach.

Vice-Provost Ottman said that it is going to be a survey available to the entire community.

Councillor Bird asked if there are any other ways the University will try to connect with Indigenous students?

Vice-Provost Ottman said that reconciliation should be evident across the University. In the area of student experience, she works closely with Vice-Provost McDougall and they will continue to do outreach.

Councillor Bird asked if Vice-Provost Ottman agrees with Mr. Pratt regarding funding for an Indigenous Students' Union?

Vice-Provost Ottman said that one cannot move ahead unless one comes to the table. She said that the University is here, will listen, and will support, but cannot help govern. The USSU is bound by the University of Saskatchewan Act. There are legal processes and complexities that must be acknowledged. On campus, there are eight unions. Administration sits outside the governing of these unions. Gaining union status has to happen from the grassroots and has to happen in a collaborative way. Any group can come together and form their own council, and administration cannot say yes or no to that. She is willing to provide information in terms of models across the country, but will not get involved in terms of leadership and governing.

GM Cottrell noted that she has been on campus for almost 50 years. She said that, 50 years ago, there was virtually an entirely white student population. She has witnessed enormous change and knows that there is still an enormous amount of things to be done.

She said that the trajectory has been the right one for a long time, and she knows that there are people on campus who want this to continue.

Vice-Provost Ottman said the offer is still there to provide information to students about models across the country to support students.

Member Ratt-Misponas said that, under the University Plan 2025, is a pillar for courageous curiosity and uplifting Indigenization. He asked for a commitment from the Vice-Provost that, if an Indigenous student referendum were to occur with the question being asked, "Do Indigenous students support rerouting funds that Indigenous students pay into the USSU to go into the formation of an Indigenous Students' Union?", her office would support it?

Vice-Provost Ottman said that the University of Saskatchewan Act is a legal document. In terms of informing this process, this document must be advised. A referendum would be required of the entire student body to change parts of the Act. She said it is difficult for her to make that commitment when it is a student challenge, not a challenge of university administration. She cannot influence the governance of each union. She cannot make a commitment other than to provide education and exploring options with Indigenous students. Administration's job is to negotiate with unions.

President Baldhead asked what changes Vice-Provost Ottman's office has done to update policies to make the Indigenous student population feel more comfortable on campus?

Vice-Provost Ottman sees this as one of her mandates. This is why the VPIE Anti-Racism and Anti-Oppression Committee was created. She is seeking advice from people with this kind of knowledge. They have discussed the possibility of having more academic courses in these areas across all colleges.

President Baldhead asked if there are any non-Indigenous students involved in these conversations to further reconciliation?

Vice-Provost Ottman noted that when this process was discussed, representatives were brought together from various colleges. In this group were Indigenous staff and faculty. They invited Elders from across the province. There has been a lot of interest in attending this consultation gathering. She felt as though, due to the overwhelming interest, there would be more observers than participants. Validation of the Indigenous Strategy will be done through Elders. She noted that President Stoicheff was in attendance at the last gathering. In terms of students, there were notetakers and facilitators that were Indigenous graduate students.

Member Ratt-Misponas asked when undergraduate Indigenous students can expect to receive an invitation to the conversation? He also asked if it would be only certain Indigenous students or all Indigenous students invited?

Vice-Provost Ottman said that an invitation was sent out to all Indigenous faculty members as well as all Indigenous staff. It will be the same for undergraduate Indigenous students, and this will be happening fairly soon.

Councillor Aman asked if Ms. Ottman's office would be willing to provide supports in the form of funding for legal counsel to students who wish to create an Indigenous Students' Union?

Vice-Provost Ottman said that her office cannot support the funding of legal counsel. There is funding for professional learning in this area for Indigenous students who wish to progress this forward. This was offered previously to the Indigenous Students' Council.

Councillor Aman noted that it seems easier to introduce Indigenous content in some colleges over others. He asked how this can be done in the STEM fields?

Vice-Provost Ottman said that her area of expertise is education and curriculum development. She is having conversations with Deans in the STEM fields. This is a priority across campus. She noted that these departments are committed to incorporating Indigenous wisdom into their curriculum. She noted that if you start exploring Native Science, there are many Indigenous experts in those areas.

Councillor Akingbehin asked how Indigenization will affect International students on campus?

Vice-Provost Ottman said that supporting International students is one of the goals of the university, as well as supporting Indigenous students. In terms of the relationship, she is looking for ways to bring the two groups together. She noted that International students pick up quickly on positive and negative messages about Indigenous peoples. Informing relationships early would allow for the two groups to learn about each other and ask important questions to support each other. She encouraged Councillors to learn the definition of Indigenization, which comes from Indigenous scholars. The definition of Indigenization is uplifting Indigenous peoples.

Councillor Klassen asked what kind of initiatives exist to engage with Indigenous youth to form partnerships and create a welcoming space on campus for future students?

Vice-Provost Ottman said this is being done actively. One of the first things she did in her role was explore those partnerships with the school boards in the city. She is exploring mentorship opportunities with Mount Royal Collegiate and Bedford Road Collegiate Institute. She is working with the Catholic system, particularly St. Francis, a Cree immersion school with over 600 students. They are establishing partnerships to holistically support Indigenous youth.

Councillor Akingbehin noted that he learned a lot in his Indigenous Studies class. He asked if there is any initiative to create systems to help continue movements like the USSU Elder in Residence to help students learn Indigenous ways of knowing outside of class?

Vice-Provost Ottman said that that is the difference between schooling and education, where education extends beyond the classroom. In terms of uplifting Indigenous education, this is something she wants to extend outside of the classroom. She commended Council for inviting and having an Elder be a part of the USSU to inform learning. She noted that this is an experience that she wishes to extend to other groups across the university. Learning is not just for students, but also staff and faculty. She asked how her office can support experiential learning across the university? She said that the next Internal Reconciliation Forum will likely focus on treaty.

President Baldhead thanked Councillors for their great questions. He thanked Vice-Provost Ottman for attending USC.

- 4. Minutes and Reports
- 4.1 **USC Minutes March 7, 2019**
- 4.2 Executive Committee March 11, 2019

# 5. Motions Arising from Minutes and Reports

Move to accept the minutes and reports into the official record.

**USCMotion070**: Councillor Bell/VP Kobes

Councillor Munoz-Pimentel asked why President Baldhead's roundtables were not in the Executive Minutes?

President Baldhead said that he forgot to get to it this week as he has been going through documents for the Board of Governors meeting. He said he will have them in next week's package.

Carried

#### 6. Business

# 7. Other Business 7.1 USSU Budget

VP Kobes noted that the Budget draft was in the weekly package. He said that if there are any questions, comments, or concerns to let him know. He will be presenting it next week at USC.

## 8. Questions, Comments, and Announcements

VP Moellenbeck asked if Councillors can share the Budget with their constituents?

VP Kobes said that Councillors should definitely keep their constituents informed about the Budget.

President Baldhead announced that the USSU is sponsoring a team for the Saskatchewan ATF Meet. He said that he is seeking a male and female to join himself and Kylie Phillips to race at the Meet on April 6.

Councillor Akingbehin said that his Areopagus Youth club had their debate on education and that his event was epic. There were 80+ people in attendance.

Councillor Halvorson asked about the Sask ATF race?

President Baldhead said that Sask ATF is an organization that brings mentors to small communities in Saskatchewan to get youth from low-income families involved in track and field

VP Kobes announced that Global Village is on Thursday, March 14.

GM Cottrell announced that there will be food at Council next week for the Budget presentation.

VP Wu announced that the Student Wellness Centre is extending their hours for the next four Thursdays until 8:30 pm as a pilot project.

VP Wu said that Women in Leadership is tomorrow at 4pm at Louis' Loft.

VP Wu announced that the Shine A Light Gala is tonight and the Executive has one extra ticket.

Councillor Akingbehin said that Global Village is a big event. He announced that they still need volunteers who have talents to present.

Councillor Bell announced that the Saskatoon Chamber Singers have a concert on Sunday at 2pm.

# 9. Adjournment

# **Executive Meeting Minutes for March 11, 2019**

**Present**: President Baldhead, VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell, Kylie Phillips

## 1. Call to order

The meeting was called to order at 9:00.

## 2. Quorum

Quorum was present.

## 3. Roundtables:

## **President Baldhead:**

Meetings/Events:

Executive

**ODFS** Breakfast

Solar Panel Meeting

Womens Moon ceremony with Elder

## Initiatives:

Interviewing students for Invest in US

Studying for Board of Governors

Event Plans in Progress:

Invest in US

#### **VP Kobes:**

Meetings/Events:

Ufile

Sheaf AGM

Sustainability Meeting

**BFC** 

**USC** 

Deeper Life Campus Ministry

**BUSF Mother Language Day** 

One Day for Students

## Initatives:

**TEA Surveys** 

Pepsi Inventory

**Budget Preparation** 

**Event Plans in Progress** 

None

#### **VP Moellenbeck:**

Meetings/Events:

**TLARC** 

APC

**RSAW** 

Homework Systems Working Group

**ODFS** Breakfast

1 new grievance

#### Initiatives:

Prep for committees

Wrote University Council report

Communication with Patti McDougall and Beth Bilson re: peer advocacy training program

# Event Plans in Progress:

Experience in Excellence Awards

#### VP Wu:

Meetings/Events:

Executive

**BFC** 

**USC** 

Sustainability Committee

Matt (Louis' Loft)

Shannon (Alumni)

USask Against Racism planning meeting

ODFS breakfast

Dr. Nasser Volunteer Fair

**Naloxone Training** 

Shine A Light Gala

Wellness Champions meeting

Women in Leadership

#### Initiatives:

Bought supplies for Women in Leadership event

Submitted comm forms for farmers market, clothing swap, ASL

Event Plans in Progress:

Rink Night

Farmers Market

## 4. Business

## 4.1 Ice Jigging Challenge

President Baldhead asked the Executive if they are interested in participating in the Ice Jigging Challenge to raise awareness for isolated communities in the north that need resources. He challenged the Executive to go on the Rink in the Bowl and do the challenge with him. They will do it today.

## 4.2 Anti-Racism Day

VP Wu said that there should be a USSU representative at the Anti-Racism Day event on March 26. GM Cottrell said they sometimes go down to City Hall for the flag raising. President Baldhead said he will go.

# 4.3 Rink Night Proposal

VP Wu said that the Alumni Association doesn't have the capacity to help with this event this year but that it is a cheap/easy event. She is going to buy some glow sticks. The event would be on March 26. VP Wu will also buy hot chocolate. VP Kobes asked if they can approve the event pending weather. VP Wu said yes.

Move to fund \$250 for Rink Night event.

EXECMotion065: Kobes/Baldhead Carried

## 4.4 Women in Leadership

VP Wu said that 100 people attended her successful Women in Leadership event on March 8.

# 5. Adjournment

The meeting was adjourned at 9:20.

## **Executive Project Proposal**

## I. Project # 9

Project Name: Community Glow Night - Rink in the Bowl

Proposed by: Rose Wu

## II. Analysis

Background Information and Need: The rink is about to retire for its second year and a community event is needed!!

History: Last year's community skate event was well attended.

## III. Target Group and Characteristics

Primary Target: All students, staff, and faculty (and their families)

Secondary Target (s): All of Saskatoon

## IV. Key Considerations

**Detailed Budget:** 

Advertisement - \$30 Glow Sticks - \$80 Hot Chocolate - sponsored Hand warmers - \$30 Snacks - \$110

Budget Line: 170-5490-00

Total Budget: \$250

Event time: 7 - 9 pm on March 26th

#### Timeline:

- Contact Skip for sponsorship done
- Ask Consumer Services about HC
- Contact PAC for skates logistics
- Ask Matt Wolsfeld about the speaker
- Submit Comm Form
- Make Facebook event
- Get Alumni Association share the event
- Buy supplies

USSU	Budget	Budget
OPERATION/SERVICE	2019-2020	2018-2019
	(4.474.754)	(4.400.074)
Administration	(1,174,754)	
Admin-Student Fees	1,557,641	1,441,229
Communications	(22,313)	,
Facilities	278,234	331,842
Food Centre	(26,954)	, ,
Help Centre	(30,201)	,
Information Centre	15,345	18,046
Louis'	(32,539)	, ,
Louis' MUB Cost	(169,836)	, ,
Louis'-Entertainment	(4,798)	, ,
Marketing Service	42,791	40,022
Pride Centre	(31,873)	, ,
Student Governance	(279,970)	(269,779)
Student Grants	(32,800)	(27,800)
Student Service-Events	150	300
Safewalk-Student Crew	(24,161)	(24,871)
Women's Centre	(34,534)	(36,282)
XL Design	101,456	77,575
XL Design-PR Cost	(17,043)	(14,991)
Total	113,843	6,081
Capital	(41,840)	(48,240)
*Investments for Operating as of December 31, 2018	3,685,818	3,064,327
Total	3,757,821	3,022,168
lotai	3,757,621	3,022,100

INFRASTRUCTURE NOT OPERATING	Budget	Budget
	2019-2020	2018-2019
Place Riel	(304,735	(259,215)
Total Place Riel	(304,735	(259,215)

2,890,966.55

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st Rate	Earned in 2016/17				Total Interest	
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	Maturity Date	Opening Balance	Increases	Decreases	Market Value	
50%	March 21, 2019				200,000.00	
50%	May 8, 2019				200,000.00	
	September 4, 2019				200,000.00	
00%	October 22, 2019				200,000.00	
00%	November 7, 2019				200,004.80	
00%	June 23, 2019				173,264.79	
00%	March 4, 2019				658,650.63	
00%	January 18, 2019				75,167.05	
50%	November 9, 2019				323,879.28	
50%	January 7, 2019				110,000.00	
50%	February 7, 2019				110,000.00	
	March 7, 2019				110,000.00	
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USSU 2019-2020 Bud	lget	
Capital Purchases		
<u>Department</u>	<u>Description</u>	<u>Amount</u>
Admin	4 - iMacs	8,933.68
Facilities	1 - iMac	2,233.42
Facilities	Commercial Automatic Scrubber	11,712.75
Facilities	Sound Equipment	1,016.52
Louis'	Deepfryer	1,584.70
Louis'	Charbroiler	3,169.40
Louis' Entertainment	Sound Equipment	4,249.48
XL Design	Pouch Laminator	975.21
XL Design	Tabletop Electric Punch	5,506.70
XL Design	Handy Paper Drill	2,458.33
TOTAL	Capital Budget for 2019-2020	41,840.19

USSU-IT Services										
<b>Purchase</b>										
5 new iMa	cs as per IT	Purchase	Plan							
Purpose										
Replace c	omputers in	Accountin	g (2), Facil	ities and IT	Services (2	2)				
<u>Purchase</u>	<b>Price</b> 0 plus \$632									
<b>Consuma</b> \$526.75 G	ble Costs									
Service/M	laintenance	e/Warrantv	Costs							
	ces include			opleCare e	xtended wa	arranty for th	ne five			
Rational										
See the at	tached IT P	urchase Pl	an for deta	ils.						

		2420	- FOR THE YEA	 

USSU-Facilities										
Purchase:										
700 XTT Hurricane Series - Commercial A	utomatic Sc	rubber								
Purpose										
To efficiently clean the tile floors throughout	ıt Upper and	Lower Pla	ce Riel.	1						
Purchase Price										
Machine: \$10,500.00 plus \$630.00 PST		1								
Conginency of 5% (quote is good for 30 da	ays)									
Total: \$12,237.75 including taxes and con	• ,									
Consumable Costs										
\$525.00 GST										
Service/Maintenance/Warranty Costs										
Tank for 10 years from cracks/corrosion. I	Parts for 3 v	agre for any	defects L	ahour for						
1 year. Electrical components for 1 year.										
Dustbane has a local technician on staff th										
beneficial to minimize any downtime.				·····						
,										
Rational										
Rational  Place Riel Main and Lower Levels consist common space that is cleaned every single										

enough to the porous mopping. However and to motion. O readily ava	clean. A pendoles, as well aving a proper on the second current in the second current current in the second current cu	owered autovell as decroper commostaff membernachine hander throug	o-scrubber reases the I ercial macher's body from the second of the suppliers.	is needed ength of tir nine helps som doing it end of life ( This new	to clean the it would save on ting all by mop (10 years) machine I	ne and also and repet and parts a	to get in et alleviat itive re not scrub p	nto tes
				RIINGFT -	FOR THE VE	AR ENDING AF	)   RII 30 2	วกวก

USSU-Facilities										
Purchase	:									
Sound Eq	uipment									
Purpose										
Purchase										
Ev zlx 12p New Blue tooth powered speaker \$509.00, EV cover \$90.99, Cable AC \$80.00, Cable Mic \$35.00, K&M Mic stand \$75.00, Shure Sm-56 \$49.99 Total \$958.98 plus \$57.54 PST										
ו טומו ששטנ	o.ao pius 43	1.54 F.5 I								
Consuma	ble Costs									
\$47.95 GST										
Conticolat	laintanana	1/Marrasst	Costs							
Service/IV	laintenance	ervvarranty	CUSIS							
Rational										
The North	Concourse	is a booka	ble event s	pace and a	t times hos	ts events th	nat			
The North Concourse is a bookable event space and at times hosts events that require sound. In the past, the USSU would work with U of S ICT services to provide										

sound, but over time, this has become more costly, and at times unavailable to											
book. This sound eq	uipment wo	uld be for N	North Conco	ourse event	ts only. It w	vould be					
used for events which the USSU hosts and also available for rent (at a fee) to other											
groups using the spa	ice.										

BUDGET - FOR THE YEAR ENDING APRIL 30, 2020

USSU-Louis'											
Purchase:											
Frymaster De	ep Fryer		1			1	1				
_											
Purpose	6.6.11.										
Replacement	of failing deepf	ryer at Louis'									
			T.	1	1	T.	T.				
Purchase Pri											
\$1,495 plus \$	89.70 PST = \$1	L,584.70									
Consumable	Costs										
\$74.75 GST			1	'		1	1				
Service/Main	tenance/Warra	anty Costs									
1 Year Warra											
			1			1	1				
Rational											
Louis' deepfry	er has been ha	ving issues ho	lding temperat	ure and repair	costs are beco	ming difficult to	manage.				
	nit is well over a										
deepfryer give	en the volume o	of items cooked	d in the units in	cluding french	fries, chicken fi	ingers, and oni	on rings.				
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BUDGET - FOR THE YEAR ENDING APRIL 30, 2020								
				DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU		

Purchase: Quest 36" Modular Charbroiler  Purpose Replacement of failing charbroiler in Louis' kitchen.  Purchase Price 82,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs 8149.50 GST  Service/Maintenance/Warranty Costs Dine year warranty.  Rational  Outs' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and service would be in excess of \$2500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken, steak, and more the menu and catering menus.	USSU-Louis'										
Quest 36" Modular Charbroiler  Purpose  Replacement of failing charbroiler in Louis' kitchen.  Purchase Price  \$2,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs  \$149.50 GST  Service/Maintenance/Warranty Costs  One year warranty.  Rational  Louis' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and service would be in excess of \$2,500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grail to cook items such as burgers, chicken, that will perform correctly and be under warranty. Louis' uses the grail to cook items such as burgers, chicken, that will perform correctly and be under warranty. Louis' uses the grail to cook items such as burgers, chicken, the surgers of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grail to cook items such as burgers, chicken, the surgers of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grail to cook items such as burgers, chicken, the surgers of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the grail to cook items such as burgers, chicken, the surgers of the equipment it makes sense to purchase a new unit has will perform correctly and be under warranty.											
Purchase Price 62,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs 6149.50 GST  Service/Maintenance/Warranty Costs One year warranty.  Rational  Louis' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and service would be in excess of \$2500. Given the age of the equipment it makes sense to purchase a new unit hat will perform correctly and be under warranty. Louis' uses the guilt to cook items such as burgers, chicken,											
Purchase Price E2,990.00 plus \$179.40 PST = \$3,169.40  Consumable Costs E349.50 GST  Cational  Louis' current charbroiler requires numerous repairs to keep it in full operational order. The repair costs with parts and twill perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken,	Quest 36" Mo	dular Charbroil	er								
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hat will perform correctly and be under warranty. Louis' uses the grill to cook items such as burgers, chicken,											
And more the mone and eatering mental.					.ccc and grill to	Son nome suc	as bargers, t	o. norton,			
	Joean, and me	no the menu al	ia catering inc	1143.							

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BUDGET - FOR THE YEAR ENDING APRIL 30, 2020								
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USSU-Louis'							
Purchase:							
Louis' Sound Equipment for Concerts and Special Events							
Purpose							
Replacement equipment including portable speakers, mixer, hazer, and sound accessories.							
Daniela de a Duit							
Purchase Pri			2 EV 0 1	Covers: 181.9	0. \/   14.6	14014114	<b>*</b> 440 O = 4= ==
case for speakers, mixer, stands, and cabling: \$850, Antari F380 Hazer: \$620, 4 x Fog Fluid: \$91.96, 4 x Power cables with quad boxes: \$140.00, 5x K&M tall microphone stands: \$375.00. Subtotal: \$4,008.94 plus \$240.54 PST = \$4,249.48							
Consumable	Costs						
\$200.45 GST  Service/Maintenance/Warranty Costs							
All items carry	a one year wa	rranty.					
Pational							
Rational	e cound oquipa	ent for the yer	ious avants the	at take place in	the venue incl	uding the petic	Our current
Louis' requires sound equipment for the various events that take place in the venue including the patio. Our current powered speakers and 12 channel mixer have reached their end of life after 11 years. The speakers are used for stage fills for concerts, speaking events in the private function room and den, and for events on the patio. The hazer is used to accentuate lighting for concerts as well as many other special events. Our current hazer no longer							

Louis' requires sound equipment for the various events that take place in the venue including the patio. Our current powered speakers and 12 channel mixer have reached their end of life after 11 years. The speakers are used for stage fills for concerts, speaking events in the private function room and den, and for events on the patio. The hazer is used to accentuate lighting for concerts as well as many other special events. Our current hazer no longer functions automatically and cannot be used in its current state. The additional equipment is a replenishment of stands, and cables as our current supply has been depleted over the past 11 years without significant investment. Louis' management feels that this equipment is necessary in order to execute the various events that are held on a regular basis at Louis' and Louis' Loft.

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		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
		DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU

			USSU-XL Pr	int & Design			
Purchase:							
	Pouch Laminato	)r					
Ollia-NO 13 T	ouch Lammato	/I					
Purpose							
	of failed pouch	laminator.					
<b>Purchase Pri</b>	ce						
\$928.78 plus	\$55.72 PST = \$	975.21					
					I	I	
0	0						
\$46.43 GST	Costs						
Φ40.43 GS1							
Service/Main	tenance/Warra	antv Costs					
One year war		,					
	•						
Rational							
XL's pouch la	minator that the	ey inherited from	n the Informati	on Centre quit	working this pa	ast year. XL h	as a full scale
This profession	achine, but it is v onal quality pou	very memcient ch laminator w	to use for sma	II JODS as there	is wasieu prot mnlete small la	auct and pricing	more quickly
and at a much		ciriaminator w	odia allow tric	operation to ce	impicte small it	armating jobs	inore quickly
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		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
		DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU

Purpose Replacement of failed coil binding equipment  Purchase Price B5,195 plus \$311.70 PST = \$5,506.70  Consumable Costs B257.75 GST  Service/Maintenance/Warranty Costs  Three year warranty.  Rational KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but gi he equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. pinding per year and in house equipment is needed in order to or clients.	& Design		
Purpose Replacement of failed coil binding equipment  Purchase Price B5,195 plus \$311.70 PST = \$5,506.70  Consumable Costs B257.75 GST  Service/Maintenance/Warranty Costs  Three year warranty.  Rational  KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but gind is a more industrial model than our previous equipment binding per year and in house equipment is needed in order to roder			
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Consumable Costs  \$257.75 GST  Service/Maintenance/Warranty Costs  Three year warranty.  Rational  XL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but gi he equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to the served the operation well.			
Consumable Costs  \$257.75 GST  Service/Maintenance/Warranty Costs  Three year warranty.  Rational  XL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but gi he equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to the served the operation well.			
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KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but githe equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to			
KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but githe equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to			
KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but githe equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to			
KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but githe equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to			
KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but githe equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to			
KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but githe equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to			
KL purchased a coil binder five years ago in an effort to bring and clients. The equipment served the operation well, but githe equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order to			
and clients. The equipment served the operation well, but githe equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order t			
the equipment did not hold up and has now failed. This new and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order t			
and is a more industrial model than our previous equipment. Dinding per year and in house equipment is needed in order t	ven the volume of coil bind	ding done at the	e operation,
pinding per year and in house equipment is needed in order t			
UI GIICHIS.	o turn around orders quick	лу апа кеер со	sis anordable

		•		•
		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
		DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU

			USSU-XL Pr	rint & Design			
Purchase:							
Challenge Ha	ndy Paper Drill			I			
Divino a a a							
Purpose	of outdated pa	nor drill					
Replacement	oi outuateu paj	per unii					
Purchase Pri	ce						
	s \$139.15 PST	= \$2,458.33					
		,					
Consumable	Costs						
\$115.95 GST		1	1	'	1	1	
Service/Main	tenance/Warra	anty Costs					
One year war							
Rational	1				<u> </u>		
XL's current p	aper drill if from	the 1970's ar	id replacement	parts are no l	onger available	for the equipm	ient. There is
is required to	produce bookle	ine unii nas na its for the hook	store and man	v other clients	we will have no	option for repa	uis. The utili
lis required to	produce bookie	,13 101 the 500k	Store and man	ly office chemis	•		

		•		•
		RIINGET - FOR	THE YEAR ENDING	APRII 30 2020
		DODULI - I UII	IIIL I LAII LNDING	i Ai IIIL UU, ZUZU

	Account Name/Dept: Interest Revenue-Admin.	
Detail/Analysis of what items v	will be coded to this account &/or calculation of annual total:	
Interest on Investments per att		27,594
Interest on Chequing Account		5,077
Total for the year:		32,67
ccount #: 100-4180-00	Account Name/Dept: Insurance Fee Revenue-Admin.	
Detail/Analysis of what items v	will be coded to this account &/or calculation of annual total:	
Campus Clubs/Societies insur	ance fees based on actual to December 31, 2018 and estimated up t	1
Total for the year:		4,300
ccount #: 100-4300-00	Account Name/Dept: Student Fee Revenue-Admin.	
Detail/Analysis of what items v	will be coded to this account &/or calculation of annual total:	
	8 ( 1% administration fee retained by the University.)	
Total for the year:		1,557,64
ccount #: 100-5010-00	Account Name/Dept: Audit Fee Expense-Admin.	
Quote per KPMG - Audit	will be coded to this account &/or calculation of annual total:	
•		25,485
Total for the year:		25,460
<u> </u>	Account Name/Dept: Bank Charge Expense-Admin.	25,460
ccount #: 100-5030-00	Account Name/Dept: Bank Charge Expense-Admin.	25,460
ccount #: 100-5030-00  Detail/Analysis of what items v	will be coded to this account &/or calculation of annual total:	
Detail/Analysis of what items value (Internet Banking	vill be coded to this account &/or calculation of annual total: Fee)	2,564
Detail/Analysis of what items value Activity Fee (Internet Banking Other-deposit bags (\$30/100)	will be coded to this account &/or calculation of annual total: Fee) bags), VISA Credit Card Fees, and other misc. bank charges.	2,56 <sup>2</sup> 722
Detail/Analysis of what items value Activity Fee (Internet Banking Other-deposit bags (\$30/100)	vill be coded to this account &/or calculation of annual total: Fee)	2,564
Detail/Analysis of what items vactivity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 rate Total for the year:	will be coded to this account &/or calculation of annual total: Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)	2,564 722 4,966 8,252
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 to Deposit pickups (\$827.53 * 2 recount #: 100-5090-00	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges.  months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A	2,564 722 4,966 8,252
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 to Deposit pickups (\$827.53 * 2 recount #: 100-5090-00  Detail/Analysis of what items verification Deposit pickups (\$827.50 * 2 recount #: 100-5090-00	will be coded to this account &/or calculation of annual total: Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)	2,564 722 4,966 8,252 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 to Deposit pickups (\$827.53 * 2 recount #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:	2,564 722 4,966 8,252 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Ccount #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August)	2,564 722 4,966 8,252 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Ccount #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/fi	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers)	2,564 722 4,966 8,252 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 lago (\$827.53 * 2 region Total for the year:  Count #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/Maintenance Agreement (Dyrest)	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers)	2,564 722 4,966 8,252 dmin. 100,688 6,594 752 3,593
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Ccount #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/fi	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers)	2,564 722 4,960 8,255 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 lago (\$827.53 * 2 region Total for the year:  Count #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/Maintenance Agreement (Dyrest)	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers)	2,56 72 4,96 8,25 dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Count #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/Maintenance Agreement (Dynamics Total for the year:	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers) namics and 6-Filemaker)  Account Name/Dept: Conference Expense-Admin.	2,56 72: 4,96 8,25: dmin.
Detail/Analysis of what items verification Activity Fee (Internet Banking Other-deposit bags (\$30/100 Deposit pickups (\$827.53 * 2 m)  Total for the year:  Count #: 100-5090-00  Detail/Analysis of what items verification Per computer schedule #2  IT Conference as per contract 1-SSL,1- Code Signing, FMS/Maintenance Agreement (Dynamics Total for the year:	will be coded to this account &/or calculation of annual total:  Fee) bags), VISA Credit Card Fees, and other misc. bank charges. months and \$331.07 * 10 months)  Account Name/Dept: Computer Maintenance Expense-A will be coded to this account &/or calculation of annual total:  (June and August) Files (3-Servers) namics and 6-Filemaker)  Account Name/Dept: Conference Expense-Admin.  will be coded to this account &/or calculation of annual total:	2,56 72: 4,96 8,25: dmin.

Per Diem of \$65 is based on F	Avion points.  Federal Government policy.		
Total for the year:			30,000
count #: 100-5150-00	Account Name/Dept:	Contract Labour Expense-Admim.	
Detail/Analysis of what items v	vill be coded to this account &/o	r calculation of annual total:	
Secret Shopper Program			
Total for the year:			1,500
ccount #: 100-5170-00	Account Name/Dept:	Copier Expenses-Admin.	
	vill be coded to this account &/o		
	supplies. Based on actual to De	ecember 31, 2018 and estimated up to	
Total for the year:			2,003
ccount #: 100-5200-00	Account Name/Dept:	Depreciation Expense-Admin.	
Detail/Analysis of what items v	vill be coded to this account &/o	r calculation of annual total:	
Total for the year:			6,076
•	vill be coded to this account &/o on actual to December 31, 2018		
Total for the year:	,	,	1,437
ccount #: 100-5240-00	Account Name/Dept:	Equipment & Equip. Maint. Expense	-Admin.
-	vill be coded to this account &/o		
	31, 2018 and estimated up to A	pril.	
Total for the year:			50
ccount #: 100-5320-00	Account Name/Dept:	Hiring Expenses-Admin.	
Detail/Analysis of what items v	vill be coded to this account &/o		
Detail/Analysis of what items v 3 hires as necessary @ \$700	vill be coded to this account &/o		
Detail/Analysis of what items v 3 hires as necessary @ \$700 Now includes all staff hiring, n	vill be coded to this account &/o		0.400
Detail/Analysis of what items v 3 hires as necessary @ \$700	vill be coded to this account &/o		2,100
3 hires as necessary @ \$700 Now includes all staff hiring, n	vill be coded to this account &/o		2,100
Detail/Analysis of what items volumes as necessary @ \$700 Now includes all staff hiring, notal for the year:  Account #: 100-5340-00	will be coded to this account &/o each. ot just Administration  Account Name/Dept:	r calculation of annual total:  Insurance Expense-Admin.	2,100
Detail/Analysis of what items of 3 hires as necessary @ \$700 Now includes all staff hiring, notal for the year:  Account #: 100-5340-00  Detail/Analysis of what items of the staff what items of the	will be coded to this account &/o each. ot just Administration  Account Name/Dept: will be coded to this account &/o	r calculation of annual total:  Insurance Expense-Admin.	2,100
Detail/Analysis of what items value 3 hires as necessary @ \$700 Now includes all staff hiring, nalue 1 Total for the year:  ccount #: 100-5340-00	will be coded to this account &/o each. ot just Administration  Account Name/Dept: will be coded to this account &/o	r calculation of annual total:  Insurance Expense-Admin.	2,100

Boiler & Machinery	·	
	<u>y</u>	1,674
Commercial Gene		28,020
Directors & Officer	rs, Employment Practise Liability & Crime (EPL)	11,798
Sports Injury Accid	dental Death & Dismemberment	2,818
Total for the year:		66,688
·		
count #: 100-5350-00	Account Name/Dept: Janitorial Expense-Admin.	
	ns will be coded to this account &/or calculation of annual total:	
Per Schedule #4		
Total for the year:		33,144
count #: 100-5370-00	Account Name/Dept: Legal Fee Expense-Admin.	
D-4-9/A	and the second of the first account 0.1	
	ns will be coded to this account &/or calculation of annual total:	- 4i
_	lated to labor relations, contract reviews, admin, annual general me	eting,
consulting (excludes lease	contracts) as required.	11 000
Total for the year:		11,000
count #: 100-5400-00	Account Name/Dept: Meeting Expenses-Admin.	
	Account Name/Dept. Wideling Expenses-Admill.	
Detail/Analysis of what item	ns will be coded to this account &/or calculation of annual total:	
	ired for all Administration staff and committees.	
	incu for all Administration stall and committees.	300
Total for the year:		300
ecount #: 100 5410 00	Account Name/Dont: Membership Evpense Admin	
ccount #: 100-5410-00	Account Name/Dept: Membership Expense-Admin.	
Count #: 100-5410-00		
Detail/Analysis of what item	ns will be coded to this account &/or calculation of annual total:	
Detail/Analysis of what item Assoc. of Managers in Cnd		850
Detail/Analysis of what item	ns will be coded to this account &/or calculation of annual total:	850
Detail/Analysis of what item Assoc. of Managers in Cnd	ns will be coded to this account &/or calculation of annual total:	850
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:	ns will be coded to this account &/or calculation of annual total:  Colleges & University Student Centers,	
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:	ns will be coded to this account &/or calculation of annual total:	
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year: count #: 100-5430-00	ns will be coded to this account &/or calculation of annual total:  Colleges & University Student Centers,  Account Name/Dept: Office & General Expense-Adr	
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year: count #: 100-5430-00  Detail/Analysis of what item	Account Name/Dept: Office & General Expense-Adr	
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  aber 31, 2018 and estimated up to April with a 5% increase.	
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all open	Account Name/Dept: Office & General Expense-Adr	nin.
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  aber 31, 2018 and estimated up to April with a 5% increase.	
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all open	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  aber 31, 2018 and estimated up to April with a 5% increase.	nin.
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:	Account Name/Dept: Office & General Expense-Adr  as will be coded to this account &/or calculation of annual total:  Office & General Expense-Adr  as will be coded to this account &/or calculation of annual total:  aber 31, 2018 and estimated up to April with a 5% increase.  rations and centres are included in this line.	nin
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  aber 31, 2018 and estimated up to April with a 5% increase.	nin
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:	Account Name/Dept: Office & General Expense-Adr  as will be coded to this account &/or calculation of annual total:  Office & General Expense-Adr  as will be coded to this account &/or calculation of annual total:  aber 31, 2018 and estimated up to April with a 5% increase.  rations and centres are included in this line.	nin
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:  count #: 100-5480-00  Detail/Analysis of what item	Account Name/Dept: Office & General Expense-Adr  as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Office & General Expense-Adr  as will be coded to this account &/or calculation of annual total:  aber 31, 2018 and estimated up to April with a 5% increase.  rations and centres are included in this line.  Account Name/Dept: Professional Dev./Wellness Expense will be coded to this account &/or calculation of annual total:	8,034 spense-Admin.
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all oper Total for the year:  count #: 100-5480-00  Detail/Analysis of what item	Account Name/Dept: Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  Office & General Expense-Adres will be coded to this account &/or calculation of annual total:  aber 31, 2018 and estimated up to April with a 5% increase.  rations and centres are included in this line.  Account Name/Dept: Professional Dev./Wellness Expense-Adres will be coded to this account &/or calculation of annual total:  Account Name/Dept: Professional Dev./Wellness Expense-Adres will be coded to this account &/or calculation of annual total:	nin.  8,034  spense-Admin.
Detail/Analysis of what item Assoc. of Managers in Cnd Total for the year:  count #: 100-5430-00  Detail/Analysis of what item Based on actuals to Decem Internal supplies for all ope Total for the year:  count #: 100-5480-00  Detail/Analysis of what item Reimbursement for Profess	Account Name/Dept: Office & General Expense-Adr  s will be coded to this account &/or calculation of annual total:  Account Name/Dept: Office & General Expense-Adr  s will be coded to this account &/or calculation of annual total:  sheer 31, 2018 and estimated up to April with a 5% increase.  rations and centres are included in this line.  Account Name/Dept: Professional Dev./Wellness Expense will be coded to this account &/or calculation of annual total:	nin. 8,034

Property & Business Interruption

22,378

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
As per Schedule #5 (included in Facilities)	-
Misc. Repairs	100
Total for the year:	100
count #: 100-5550-00 Account Name/Dept: Salaries/Wages & Benefits Expense-Ad	min.
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Salaries, Wages, Benefits and CPI adjustments for all administration staff.	
Total for the year:	839,018
count #: 100-5580-00 Account Name/Dept: Staff Welfare/Apprec. Expense-Admin.	
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Staff congratulations, thank you's, condolences, etc.	1,250
Executive going away gift, picture and frames (\$200.00 x 4), and catering	1,300
Staff long-service recognition awards	1,500
Social Committee Funds	1,500
Christmas party expenses for all Executive and FT,PPT,LTFT staff (110 staff @ \$35.00/person).	3,850
Total for the year:	9,400
Count #: 100-5630-00 Account Name/Dept: Telephone Expense-Admin.  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:	8,594
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.	8,594
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Account Name/Dept: Training Expense-Admin.	8,594
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Fotal for the year:  Ount #: 100-5640-00	8,594
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Ount #: 100-5640-00	8,594
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Ount #: 100-5640-00	
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Fotal for the year:  Ount #: 100-5640-00	1,500
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Fotal for the year:  Ount #: 100-5640-00	1,500 3,000
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Count #: 100-5640-00	1,500 3,000 750
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Count #: 100-5640-00	1,500 3,000 750 400
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Resource materials and meeting expenses for HR Team to provide training to staff on topics such as conflict resolution, time management, stress management, etc.  Dynamics Training - 2 people  First Aid Training: 5 people @ \$150 each  Senior Managers Midyear Retreat  Annual Retreat expenses includes professional consultants (teambuilding), food, etc. (\$110)*26 staff  Total for the year:	1,500 3,000 750 400 2,860
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Resource materials and meeting expenses for HR Team to provide training to staff on topics such as conflict resolution, time management, stress management, etc.  Dynamics Training - 2 people  First Aid Training: 5 people @ \$150 each  Senior Managers Midyear Retreat  Annual Retreat expenses includes professional consultants (teambuilding), food, etc. (\$110)*26 staff  Total for the year:  Travel Expense-Admin.	1,500 3,000 750 400 2,860
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Count #: 100-5640-00	1,500 3,000 750 400 2,860
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs for telephone hardware, long distance and cell phone reimbursement.  Total for the year:  Count #: 100-5640-00  Account Name/Dept: Training Expense-Admin.  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Resource materials and meeting expenses for HR Team to provide training to staff on topics such as conflict resolution, time management, stress management, etc.  Dynamics Training - 2 people  First Aid Training: 5 people @ \$150 each  Senior Managers Midyear Retreat  Annual Retreat expenses includes professional consultants (teambuilding), food, etc. (\$110)*26 staff  Total for the year:	1,500 3,000 750 400 2,860

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:		
Per schedule #6		
Total for the year:	31,143	

Account #: 200-4150-00

Account Name/Dept Housing Registry Revenue-Admin.-Housing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sales for housing ads. Based on actual to December 31, 2018 and estimated up to April.

Total for the year:

4,572

Account #: 200-5030-00 Account Name/Dept Bank Charges Expense-Admin.-Housing

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:

Sales for housing ads. Based on actual to December 31, 2018 and estimated up to April.

Total for the year:

Account #:	140-5000-00	Account Name/Dept:	Advertising Expense-Comm.	
Dotail/An	alysis of what items will be c	adad to this account 8/a	r calculation of annual total:	
	ck Page (\$510.20 x 29 week		Calculation of annual total.	14,796
Banners	CK 1 age (\$510.20 x 25 Week			500
	acebook posts, general US	SI Ladvertising)		1,200
Total for t	•	oo aavertionig)		16,496
Account #:	140-5090-00	Account Name/Dept:	Computer Maintenance Expen	se-Comm.
	alysis of what items will be c		r calculation of annual total:	0
	eative Cloud, Website Caler		osito Hosting	1,404
	nance Agreements (Filemak		Osite Hosting	305
•		51 <i>)</i>		1,709
Total for t	ne year.			1,709
Account #:	140-5150-00	Account Name/Dept:	Contract Labour Expense-Con	nm.
Detail/Ana	alysis of what items will be c	oded to this account &/oi	r calculation of annual total:	
Student L	abour for Buzz Board Updat	tes (35 updates x \$40)		
Total for t	he year:			1,400
Detail/Ana	140-5200-00  alysis of what items will be c	•	Depreciation Expense-Comm.	
•	hedule #3			
Total for t	he year:			1,846
Account #:	140-5410-00	Account Name/Dept:	Membership Expenses-Comm	1.
Detail/Ana	alysis of what items will be c	oded to this account &/or	r calculation of annual total:	
Internatio	nal Association of Business	Communicators (IABC)		
Total for t	he year:			325
Account #:	140-5430-00	Account Name/Dept:	Office & General Expense-Cor	mm.
Detail/Ana	alysis of what items will be c	oded to this account &/o	r calculation of annual total:	
	oplies and Courier.			
Total for t	•			100
Account #:	100-5600-00	Account Name/Dept:	Subscription Expense-Comm.	
_Detail/Ana	alysis of what items will be c	oded to this account &/oı	r calculation of annual total:	
Star Phoe	-			
Total for t				438
	, 56			

	will be coded to this account &/or calculation of annual total:	
	s amount incorporates an occupancy cost for space	
occupied by commercial tena	nts.	202.050
Total for the year:		392,959
Account #: 180-4250-20	Account Name/Dept: Occupancy Rent Revenue-Fa	acilities
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:	
	or Lower Place Riel and the MUB buildings.	
Includes: Sheaf, International	Students & Study Abroad Centre, Health &	
Dental Office, Multifaith and L	J of S third, fourth and penthouse floor.	
Total for the year:		286,404
Account #: 180-4250-30	Account Name/Dept: Percentage Rent Revenue-Fa	acilities
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:	
Percentage rent payments fro		
Total for the year:		211,300
Account #: 180-4250-00	Account Name/Dept: Room/Space Rent Revenue-	Facilities
	· · · · · · · · · · · · · · · · · · ·	1 aciiilics
	will be coded to this account &/or calculation of annual total:	
This covers Imaginus space r	ental , North Concourse and the Roy Romanow	
Total In Kind, \$2,005 (27, Co	omnua Cluba haakinga)	
Total In-Kind: \$3,085 (27 - Ca		
	dant aroune who nartaka in HSSH avant waake lika	
	dent groups who partake in USSU event weeks like	
	eek, Mental Health Awareness or with Student Health events.	11,550
Pride week, Sexual Health we Total for the year:	eek, Mental Health Awareness or with Student Health events.	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00	eek, Mental Health Awareness or with Student Health events.  Account Name/Dept: Advertising Expense-Facilitie	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total:	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads to	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise	S
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise	
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads to	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads to Total for the year:  Account #: 180-5030-00	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads 1 Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items	Account Name/Dept: Advertising Expense-Facilitie will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads 1 Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total:	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads to Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items This covers commissions ded	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total:	1,000
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items This covers an advertisement tenants, or Star Phoenix ads 1 Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items This covers commissions ded Visa and Debit.  Total for the year:	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total:	1,000 lities 3,825
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items: This covers an advertisement tenants, or Star Phoenix ads for the year:  Account #: 180-5030-00  Detail/Analysis of what items: This covers commissions ded Visa and Debit. Total for the year:  Account #: 180-5090-00  Detail/Analysis of what items:	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total: lucted due to tenants paying rent with Mastercard,  Account Name/Dept: Computer Maintenance Expense-Facilities will be coded to this account &/or calculation of annual total:	1,000 lities 3,825
Pride week, Sexual Health we Total for the year:  Account #: 180-5000-00  Detail/Analysis of what items: This covers an advertisement tenants, or Star Phoenix ads to Total for the year:  Account #: 180-5030-00  Detail/Analysis of what items: This covers commissions ded Visa and Debit. Total for the year:  Account #: 180-5090-00	Account Name/Dept: Advertising Expense-Facilities will be coded to this account &/or calculation of annual total: in the Survival Calendar, banner stands to advertise for space rental etc.  Account Name/Dept: Bank Charges Expense-Facilities will be coded to this account &/or calculation of annual total: will be coded to this account &/or calculation of annual total: ducted due to tenants paying rent with Mastercard,  Account Name/Dept: Computer Maintenance Expense-will be coded to this account &/or calculation of annual total: din Admin	1,000 lities 3,825

<u>000</u> ant #.	180-5200-00	Account Name/Dept: De	preciation Expense-Facilities	
Detail/Δn	nalysis of what items v	vill be coded to this account &/or cal	culation of annual total:	
Per Sche		The bodoca to this account with car		
	the year:			15,406
Account #:	180-5240-00	Account Name/Dept: Eq	uipment Maint. Expense-Facilitie	es
		vill be coded to this account &/or cal		
		December 31, 2018 and estimated		4,975
		is vacuum cleaner repairs, floor was		
	the year:	arts for equipment and food court tr	ays.	4,975
Total loi	tile year.			1,070
Account #:	180-5350-00	Account Name/Dept: Jai	nitorial Expense-Facilities	
Detail/An	nalysis of what items v	vill be coded to this account &/or cal	culation of annual total:	
Per Sche	edule #4 (Janitorial sa	laries and supplies)		
Total for	the year:			232,207
Account #:	180-5370-00	Account Name/Dept: Le	gal Fee Expense-Facilities	
Detail/An	nalveis of what items v	vill be coded to this account &/or cal	culation of annual total:	
	-	regarding leases or other facility legi		
	•	nis amount is increased from last ye		
	the year:			3,000
			<u></u>	•
Account #:	180-5400-00	Account Name/Dept: Me	eting Expense - Facilities	
Detail/An	nalysis of what items v	rill be coded to this account &/or cal	-	
Detail/An	nalysis of what items v	rill be coded to this account &/or cal	-	
Detail/An	nalysis of what items v	rill be coded to this account &/or cal	-	350
Detail/An Bi-annua Total for	nalysis of what items v	vill be coded to this account &/or cal	-	
Detail/An Bi-annua Total for	nalysis of what items val Janitorial meeting arthe year:	vill be coded to this account &/or cal	culation of annual total:	
Detail/An Bi-annua Total for  Account #:  Detail/An Internation	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items valued facilities Manage	vill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Med vill be coded to this account &/or call rs Association Membership @ \$400	culation of annual total:  mbership Fee Expense-Facilitie culation of annual total:	
Detail/An Bi-annua Total for  Account #:  Detail/An Internation	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items valued facilities Manage	vill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Med vill be coded to this account &/or call	culation of annual total:  mbership Fee Expense-Facilitie culation of annual total:	
Detail/An Bi-annua Total for Account #:  Detail/An Internation	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items valued facilities Manage	vill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Med vill be coded to this account &/or call rs Association Membership @ \$400	culation of annual total:  mbership Fee Expense-Facilitie culation of annual total:	
Detail/An Bi-annua Total for Account #: Detail/An Internation members Total for	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items valued items v	Account Name/Dept: Me will be coded to this account &/or cal ad Lease meetings.  Account Name/Dept: Me will be coded to this account &/or cal ars Association Membership @ \$400 anbership with IFMA Regina.	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This	s 500
Detail/An Bi-annua Total for Account #: Detail/An Internation members Total for Account #:	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val palysis of what items val palso includes meeting also includes meeting are also includes also includes meeting are also includes meeting are also includes meeting are also includes also includes meeting are also includes meeting are also includes also includes meeting are also includes meeting also includes meeting are also includes meeting also includes al	Account Name/Dept: Mercount &/or call and Lease meetings.  Account Name/Dept: Mercount &/or call account Membership @ \$400 and the ship with IFMA Regina.  Account Name/Dept: Off	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This	s 500
Detail/An Bi-annua Total for Account #: Detail/An Internation members Total for Account #: Detail/An	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val Facilities Manage ship also includes meeting are the year:  180-5430-00  nalysis of what items values includes meeting also includes meeting are the year:	Account Name/Dept: Menuill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Menuill be coded to this account &/or call rs Association Membership @ \$400 mbership with IFMA Regina.  Account Name/Dept: Officially be coded to this account &/or call will be will be coded to this account &/or call will be will be coded to this account &/or call will be	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This  fice & General Expense-Facilitie culation of annual total:	s 500
Detail/An Bi-annua Total for  Account #:  Detail/An Internation members Total for  Account #:  Detail/An Internation members Total for	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val Facilities Manage ship also includes mention the year:  180-5430-00  nalysis of what items vale year:	Account Name/Dept: Mercount &/or call and Lease meetings.  Account Name/Dept: Mercount &/or call account Membership @ \$400 and the ship with IFMA Regina.  Account Name/Dept: Off	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This  fice & General Expense-Facilitie culation of annual total:	s 500
Detail/An Bi-annua Total for  Account #:  Detail/An Internation members Total for  Account #:  Detail/An Internation members Total for	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val Facilities Manage ship also includes meeting are the year:  180-5430-00  nalysis of what items values includes meeting also includes meeting are the year:	Account Name/Dept: Menuill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Menuill be coded to this account &/or call rs Association Membership @ \$400 mbership with IFMA Regina.  Account Name/Dept: Officially be coded to this account &/or call will be will be coded to this account &/or call will be will be coded to this account &/or call will be	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This  fice & General Expense-Facilitie culation of annual total:	500
Detail/An Bi-annua Total for  Account #:  Detail/An Internation members Total for  Account #:  Detail/An Internation members Total for	nalysis of what items val Janitorial meeting are the year:  180-5410-00  nalysis of what items val Facilities Manage ship also includes mention the year:  180-5430-00  nalysis of what items vale year:	Account Name/Dept: Menuill be coded to this account &/or call and Lease meetings.  Account Name/Dept: Menuill be coded to this account &/or call rs Association Membership @ \$400 mbership with IFMA Regina.  Account Name/Dept: Officially be coded to this account &/or call will be will be coded to this account &/or call will be will be coded to this account &/or call will be	culation of annual total:  embership Fee Expense-Facilitie culation of annual total:  * 1.25 exchange. This  fice & General Expense-Facilitie culation of annual total:	500

Based or	alysis of what item actuals to Decem	ber 31, 2018 and estimated up to April.	
XL docke	ets, laminating, etc	·	
Total for	the year:		300
Account #:	180-5480-00	Account Name/Dept: Professional Dev./Wellness E	Evnanca Facilities
CCOunt #.	100-3400-00	Account Name/Dept. 1 Tolessional Dev./Welliless L	Apense-i aciilles
		ns will be coded to this account &/or calculation of annual total:	
		staff reimbursement for health, wellness or education courses	1,950
for union	staff.		
Total for	the year:		1,950
Account #:	180-5510-00	Account Name/Dept: Repairs/Maint. Expense-Facil	lities
Detail/An	alysis of what item	ns will be coded to this account &/or calculation of annual total:	
Per Sche			93,800
Alarm mo	onitors in Place Rie	el and MUB included	
Elevator	Licenses for Place	Riel and MUB included	
Total for	the year:		93,800
	180-5565-00	Account Name/Dept: Signage Expense-Facilities	
Detail/An	alysis of what item	ns will be coded to this account &/or calculation of annual total:	
Detail/An	alysis of what item		
Detail/An	alysis of what item signage as neede	ns will be coded to this account &/or calculation of annual total:	2,500
Detail/An Updating Total for	alysis of what item signage as neede	ns will be coded to this account &/or calculation of annual total:	
Detail/An Updating Total for	alysis of what item signage as needed the year: 180-5630-00	as will be coded to this account &/or calculation of annual total:  d (pillars and exterior building).  Account Name/Dept: Telephone Expense-Facilities	
Detail/An Updating Total for Account #: Detail/An	alysis of what item signage as needer the year:  180-5630-00 alysis of what item	as will be coded to this account &/or calculation of annual total:  d (pillars and exterior building).  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:	
Detail/An Updating Total for  Account #:  Detail/An Telephor	nalysis of what item signage as needer the year: 180-5630-00 nalysis of what item he hardware and lo	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: ang distance for office phones and includes cell phone	
Detail/An Updating Total for Account #: Detail/An Telephor reimburs	nalysis of what item signage as needer the year:  180-5630-00 halysis of what item he hardware and lo ement (\$20 x 7)*12	as will be coded to this account &/or calculation of annual total:  d (pillars and exterior building).  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:	
Detail/An Updating Total for  Account #:  Detail/An Telephor	nalysis of what item signage as needer the year:  180-5630-00 halysis of what item he hardware and lo ement (\$20 x 7)*12	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: ang distance for office phones and includes cell phone	
Detail/An Updating Total for  Account #:  Detail/An Telephor reimburse Total for	nalysis of what item signage as needer the year:  180-5630-00 halysis of what item he hardware and lo ement (\$20 x 7)*12	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: ang distance for office phones and includes cell phone	
Detail/An Updating Total for  Account #:  Detail/An Telephor reimburs Total for	alysis of what item signage as needer the year:  180-5630-00  alysis of what item he hardware and lowement (\$20 x 7)*12 the year:	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: and distance for office phones and includes cell phone 2 months for janitorial staff.	
Detail/An Updating Total for  Account #:  Detail/An Telephor reimburs Total for  Account #:  Detail/An	alysis of what item signage as needed the year:  180-5630-00  alysis of what item he hardware and lowement (\$20 x 7)*12 the year:  180-5670-00  alysis of what item	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: and distance for office phones and includes cell phone 2 months for janitorial staff.  Account Name/Dept: Uniforms Expense-Facilities	
Detail/An Updating Total for  Account #:  Detail/An Telephor reimburs Total for  Account #:  Detail/An	alysis of what item signage as needer the year:  180-5630-00  alysis of what item he hardware and lower the year:  180-5670-00  alysis of what item he hardware and lower the year:	Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total:  Account Name/Dept: Telephone Expense-Facilities as will be coded to this account &/or calculation of annual total: and distance for office phones and includes cell phone annual total:  Account Name/Dept: Uniforms Expense-Facilities as will be coded to this account &/or calculation of annual total:	3,420

Account #: 180-5690-00 Account Name/Dept: Utilities Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Per Schedule #6 (including air conditioning invoice - Feb)	
Total for the year:	243,036

Account #:	180-5750-00	Account Name/Dept:	Waste Management Expense-Facilities

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:	
Loraas Disposal Services for waste and recycling from the University.	
Total for the year:	14,982

		Account Name/Dept: Advertising E	xpense-rood Centre
Detail/Ana	alysis of what items w	vill be coded to this account &/or calculation o	of annual total:
Trick or E	at, Fresh Market, and	d general centre advertising.	
Total for t	he year:		1,450
account #:	175-5090-00	Account Name/Dept: Computer Ma	int. Expense-Food Centre
		vill be coded to this account &/or calculation c	of annual total:
	hedule #2 - Included	in Admin	-
File Make	` ''		153
Total for t	he year:		153
account #:	175-5200-00	Account Name/Dept: Depreciation	Expense-Food Centre
		vill be coded to this account &/or calculation o	of annual total:
As per Sc	chedule #3		
Total for t	he year:		100
Account #:	175-5240-00	Account Name/Dept: Equip. & Equi	ip. Maint. Expense-Food Centr
	•	vill be coded to this account &/or calculation o	of annual total:
ID ( ) (			
		uipment needed for events.	
Total for t		uipment needed for events.	100
		uipment needed for events.  Account Name/Dept: Events Exper	100
Total for t	he year: 175-5250-00	Account Name/Dept: Events Exper	100 nse-Food Centre
Total for t	he year:  175-5250-00  alysis of what items w		100 nse-Food Centre of annual total:
Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-food	Account Name/Dept: Events Exper	100 nse-Food Centre of annual total:
Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from	Account Name/Dept: Events Expervill be coded to this account &/or calculation of d program. Costs are offset by Fresh Marke	100 nse-Food Centre of annual total:
Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from	Account Name/Dept: Events Expervill be coded to this account &/or calculation of d program. Costs are offset by Fresh Marke	nse-Food Centre of annual total: t sales 5,425
Total for total for the Count #:  Detail/Ana Costs Free and funding Total for the Count #:	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00	Account Name/Dept: Events Expervill be coded to this account &/or calculation of d program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's	100  nse-Food Centre  of annual total: t sales  5,425  nense-Food Centre
Total for t  Account #:  Detail/Ana  Costs Free and fundin  Total for t  Account #:  Detail/Ana	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Exp	100  nse-Food Centre  of annual total: t sales  5,425  nense-Food Centre
Total for t  Account #:  Detail/Ana  Costs Free and fundin  Total for t  Account #:  Detail/Ana	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00  alysis of what items weshedule #4	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Exp	100  nse-Food Centre  of annual total: t sales  5,425  nense-Food Centre
Total for t  Account #:  Detail/Ana Costs Fre and fundii Total for t  Account #:  Detail/Ana As per So	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00  alysis of what items weshedule #4	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Exp	nse-Food Centre of annual total: t sales 5,425 eense-Food Centre of annual total: 2,324
Total for total for the count #:  Detail/Ana Costs Free and funding Total for the count #:  Detail/Ana As per So Total for the count #:	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00  alysis of what items weshedule #4 the year:  175-5430-00	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Expervill be coded to this account &/or calculation of the coded to the	100  nse-Food Centre of annual total: t sales  5,425  nense-Food Centre of annual total: 2,324
Total for t  Account #:  Detail/Ana Costs Fre and fundin Total for t  Account #:  Detail/Ana As per So Total for t  Account #:  Detail/Ana As per So Total for t	he year:  175-5250-00  alysis of what items wesh Market and U-fooding commitments from the year:  175-5350-00  alysis of what items weshedule #4 the year:  175-5430-00	Account Name/Dept: Events Expervill be coded to this account &/or calculation of program. Costs are offset by Fresh Marken U of S Parking and Tim Horton's  Account Name/Dept: Janitorial Expervill be coded to this account &/or calculation of the coded to the coded to this account &/or calculation of the coded to the coded to this account &/or calculation of the coded to the coded to the c	100  nse-Food Centre of annual total: t sales  5,425  nense-Food Centre of annual total: 2,324

Account #:	175-5430-00	Account Name/Dept: Office & Gener	al Expense-Food Centre
Detail/An	alveis of what items	will be coded to this account &/or calculation of	annual total:
		ds, printer cartridges, pens, and pencils	
		us, printer cartiluges, pens, and pencils	95
Total for t	ne year.		95
ccount #:	175-5510-00	Account Name/Dept: Repairs & Mair	ntenance ExpS.S-Food Centre
Detail/Δn:	alveis of what items i	will be coded to this account &/or calculation of	annual total:
	chedule #5 - Included		
Total for t			-
Account #:	175-5550-00	Account Name/Dept: Salaries, Wage	es & Benefits ExpS.S-Food Cer
		will be coded to this account &/or calculation of	annual total:
		9% time (15 hrs/week for two weeks August),	
	(20hrs/week Septer		
	extra in December a	па Аргіі.	12.454
Total for t	ne year:		13,454
Account #:	175-5580-00	Account Name/Dept: Staff Welfare/A	pprec. Expense-Food Centre
Detail/∆n:	alvsis of what items y	will be coded to this account &/or calculation of	annual total:
	•	eer (Based on 15 volunteers)	
Total for t	_	(= 5:00	225
Account #:	175-5630-00	Account Name/Dept: Telephone Exp	ense-Food Centre
Detail/Ana	alysis of what items	will be coded to this account &/or calculation of	annual total:
Telephon	e hardware. Based o	on actual to December 31, 2018 and estimated	up to Apr <u>il.</u>
Total for t	he year:		456
Account #:	175-5640-00	Account Name/Dept: Training Expen	se-Food Centre
Dotoil/An	alvaia of what itoma	will be coded to this account 9 for calculation of	annual total:
		will be coded to this account &/or calculation of /olunteer (15 volunteers), \$10/volunteer (5 volu	
		I training such as ASIST and Food Safe.	meers)
Total for t		ii uaiiiiig suuli as ASIST allu FUUU Sale.	625
TOLAL IOL	ne year.		023
Account #:	175-5710-00	Account Name/Dept: Volunteer Appr	eciation Expense-Food Centre
	_	will be coded to this account &/or calculation of	
USSU Git	ft Cards for voluntee	rs based on points accumulated for hours volun	
Total for t	he year:		330
Account #:	175-5690-00	Account Name/Dept: Utilities Expens	se-Food Centre

Detail/Analysis of what items will be coded to this account	&/or calculation of annual total:
As per Schedule #5	
Total for the year:	2,156

Account #:	190-5000-00	Account Name/Dept:	Advertising Expens	se-Help Cntr.
Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
Advertisii	ng covers "volunteers re	equired" posters, Survival	Calendar,	
Sheaf, Co	entre postcards and ger	neral centre poster/banner	advertising.	
Total for	the year:			1,600
Account #:	190-5090-00	Account Name/Dept:	Computer Maint. E	Expense-Help Cntr.
Detail/An	alvsis of what items will	be coded to this account	&/or calculation of a	nnual total:
	dule #2 - Included in Ad			-
Total for				-
Account #:	190-5110-00	Account Name/Dept:	Condom Expense-	-Help Cntr.
Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
Based or	Help Centre share of t	wo condom buys through	out the year.	
Total for	the year:			400
Account #:	190-5120-00	Account Name/Dept:	Conference Expen	nse-Help Cntr.
Detail/An	alvsis of what items will	be coded to this account	&/or calculation of a	nnual total:
	•	nd a relevant conference.	aron cancalation of a	
Total for		is a relevant conference.		100
Account #:	190-5200-00	Account Name/Dept:	Depreciation Expe	nse-Help Cntr.
_Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
Per sche	dule #3			
Total for	the year:			487
Account #:	190-5240-00	Account Name/Dept:	Equip. & Equip. Ma	aint. Expense-Help Cntr.
_Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
For equip	ment rental due to ever	nts or speakers.		
Total for	the year:			100
Account #:	190-5250-00	Account Name/Dept:	Events/Speakers E	Expense-Help Cntr.
Detail/An	alysis of what items will	be coded to this account	&/or calculation of a	nnual total:
Event cos	sts for the year including	g Mental Health Awarenes	s week and others.	
Total for	the year:			1,750
Account #:	190-5350-00	Account Name/Dept:	Janitorial Expense	-Help Cntr.

	s will be coded to this account	&/or calculation of annual total:
Per schedule #4		
Total for the year:		1,232
Account #: 100 5400 00	Account Name/Dents	Mosting Evapage Hola Catr
Account #: 190-5400-00	Account Name/Dept:	Meeting Expenses-Help Cntr.
Detail/Analysis of what items	s will be coded to this account	&/or calculation of annual total:
Meeting expenses for outrea		
Total for the year:		80
. otal ioi tilo jouil		
Account #: 190-5430-00	Account Name/Dept:	Office & General Expense-Help Cntr.
-		&/or calculation of annual total:
	's business cards, printer tone	
	olies. Based on actual to Decer	mber 31, 2018
and estimated up to April.		
Total for the year:		300
A	A - a - week Norwey (Doorste	Danaira/Maint Funanca Hala Onta
Account #: 190-5510-00	Account Name/Dept:	Repairs/Maint. Expense-Help Cntr.
Detail/Analysis of what items	s will be coded to this account	&/or calculation of annual total:
Per Schedule #5 - Included		arer sarsaration of annual total.
Total for the year:	iii i domado	-
rotal for the year.		
Account #: 190-5550-40	Account Name/Dept:	Salaries/Wages & Benefit ExpHelp Cntr.
Detail/Analysis of what items	s will be coded to this account	&/or calculation of annual total:
	- 39% time (15 hrs/week) for N	
53% time (20 hrs/week Augu	•	may unough odiy.
40 hours extra in December		
Total for the year:	and April.	16,867
rotarior the year.		
Account #: 190-5580-00	Account Name/Dept:	Staff Welfare/Apprec. Expense-Help Cntr.
Detail/Analysis of what items	s will be coded to this account	&/or calculation of annual total:
	nteer (Based on 20 volunteers)	
Total for the year:		300
rotarior the year.		
Account #: 190-5630-00	Account Name/Dept:	Telephone Expense-Help Cntr.
Dotail/Analysis of what itoms	e will be coded to this account	&/or calculation of annual total:
	on actual to December 31, 20	
up to April.	Ton doldar to December 31, 20	710 and Collinated
Total for the year:		1,200
Total for the year.		1,200
Account #: 190-5640-00	Account Name/Dept:	Training Expense-Help Cntr.

VOTR - Based on \$10/volunteer 25 volunteers)/ \$10/volunteer (15 volunteers)	400
Suicide Intervention @ \$125/person x 16 Volunteers	1,500
Additional training and educational opportunities for volunteers	500
Total for the year:	2,400

Account #: 190-5690-00	Account Name/Dept:	Utilities Expense-He	elp Cntr.
Detail/Analysis of what its		O/an adametica of any	aval tatalı
Detail/Analysis of what items	will be coded to this account	&/or calculation of ani	nual total:
Per Schedule #6		<u></u>	
Total for the year:			2,824

Detail/Analysis of what items will be coded to this account & USSU Gift Cards for volunteers based on points accumulat	
volunteered.	ted for flours
Total for the year:	560

Account #:	210-4070-00	Account Name/Dept: Commission Revenue	-Info. Cntr.
Datail/Ar		will be coded to this account 2 for coloulation of annual t	tatal.
		s will be coded to this account &/or calculation of annual to U-Pass replacement stickers as well as SPC cards,	otal.
	credits, and evening	•	+
	the year:	parking passes.	7,300
Total ioi	the year.		7,000
Account #:	210-4070-05	Account Name/Dept: U-Pass Distribution Co	ommission
Detail/Ar	nalvsis of what items	s will be coded to this account &/or calculation of annual t	rotal:
		n on undergraduate and graduate U-pass distribution.	
		past fiscal year with reduced commission for GSA.	
	the year:		53,200
Account #:	210-4140-00	Account Name/Dept: Faxing Revenue-Info.	Cntr.
Detail/Ar	salveis of what items	s will be coded to this account &/or calculation of annual t	total:
		mber 31, 2018 and estimated up to April.	.0tai.
<u> </u>	the year:	inder 31, 2010 and estimated up to April.	1,225
Account #:	210-4190-00	Account Name/Dept: Locker Revenue-Info	Cntr.
Detail/Ar	nalvsis of what items	s will be coded to this account &/or calculation of annual t	total·
	•	of new lockers with \$40/term rate.	
Total for			4,560
A cocupt #u	240 4205 00	Account Name / Donts - Noton / Dovonus Info	
Account #:	210-4205-00	Account Name/Dept: Notary Revenue-Info	ontr.
Detail/Ar	nalvsis of what items	s will be coded to this account &/or calculation of annual t	total:
		December 31, 2018 and estimated up to April.	
Total for		, , , , , , , , , , , , , , , , , , , ,	3,200
Account #:	210-4230-00	Account Name/Dept: Poster Revenue-Info.	Cntr.
		s will be coded to this account &/or calculation of annual t	otal:
<u> </u>		December 31, 2018 and estimated up to April.	
Total for	the year		925
Account #:	210-4250-10	Account Name/Dept: Table Rentals-Tunnel-	-Info Cntr.
Detail/Ar	nalysis of what items	s will be coded to this account &/or calculation of annual t	total:

 Γable rentals in Place Riel tun	inel based on actuals up to December 31, 2018	
and estimated up to April.	·	
	1 L 070 - 00F)	
Total In-kind \$16,825 (Campu	s group rentals 673 x \$25)	21 100
otal for the year:		21,100
count #: 210-5000-00	Account Name/Dept: Advertising Expens	se-Info. Cntr.
Detail/Analysis of what items v	will be coded to this account &/or calculation of annu	al total:
Advertising for Survival Calen	dar ad, U-pass, and \$500 for parking passes for	
table vendors.		
Total for the year:		1,350
count #: 210-5030-00	Account Name/Dept: Bank Charge Expe	ense-Info Cntr.
Detail/Analysis of what items v	will be coded to this account &/or calculation of annu	al total:
Based on actual expenses to	December 31, 2018 and estimated up to April.	
Total for the year:		2,060
•	Account Name/Dept: Computer Maint. E will be coded to this account &/or calculation of annu	
Per schedule #2 - Included in	Admin	-
Lt Speed Pro		1,168
Maintenance Agreement (File	maker ) (May)	153
Total for the year:		1,320
count #: 210-5200-00	Account Name/Dept: Depreciation Expense	nse-Info Cntr.
Detail/Analysis of what items v	will be coded to this account &/or calculation of annu	al total:
Per schedule #3		
Total for the year:		2,268
count #: 210-5240-00	Account Name/Dept: Equip.Maint. Exper	nse-Info. Cntr.
Datail/Amalysia of what items	iii ba aadad ta thia aaaawat 0 (ay aalaylatian af ayyyy	1
7	will be coded to this account &/or calculation of annu	ai totai:
Covers repairs to fax machine Total for the year:	e, and other machinery.	100
Total for the year.		100
count #: 210-5270-00	Account Name/Dept: Fax Expense-Info.	Cntr.
	·	
Detail/Analysis of what items v	will be coded to this account &/or calculation of annu	al total:

Based on actual expenses to	
-	December 31, 2018 and estimated up to April.
ncludes toner, paper, for fax	
Total for the year:	11
ount #: 210-5385-00	Account Name/Dept: Locker Expense-Info. Cntr
Detail/Analysis of what items	s will be coded to this account &/or calculation of annual total:
Covers purchase of replacen	ment locks for lockers.
Total for the year:	12
ount #: 210-5430-00	Account Name/Dept: Office & General Expense-Info.
Datail/Analysis of what items	will be coded to this account 2 for calculation of annual total.
	s will be coded to this account &/or calculation of annual total:
	debit card machine (s), cash register tape, and maps.
	December 31, 2018 and estimated up to April.
Γotal for the year:	<u> </u>
ount #: 210-5480-00	Account Name/Dept: Professional Dev./Wellness-Info
Detail/Analysis of what items	s will be coded to this account &/or calculation of annual total:
As per CUPE Agreement, sta	aff reimbursement for health, wellness or education courses.
Total for the year:	65
lotal for the year:	65
ount #: 210-5550-00	Account Name/Dept: Salaries/Wages & Benefits Exp.
ount #: 210-5550-00	Account Name/Dept: Salaries/Wages & Benefits Exp.
ount #: 210-5550-00  Detail/Analysis of what items	Account Name/Dept: Salaries/Wages & Benefits Exp.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i	Account Name/Dept: Salaries/Wages & Benefits Exp. s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.
ount #: 210-5550-00  Detail/Analysis of what items	Account Name/Dept: Salaries/Wages & Benefits Exp.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Fotal for the year:	Account Name/Dept: Salaries/Wages & Benefits Exp. s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i	Account Name/Dept: Salaries/Wages & Benefits Exp. s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Total for the year:  ount #: 210-5630-00	Account Name/Dept: Salaries/Wages & Benefits Exp. s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Fotal for the year:  ount #: 210-5630-00  Detail/Analysis of what items	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Fotal for the year:  ount #: 210-5630-00  Detail/Analysis of what items	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr.  s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr.  s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April.
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 ncludes telephone hardware	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr. s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. a and long distance .
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits in Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 includes telephone hardward Total for the year:	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr. s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. a and long distance .
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i  Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 ncludes telephone hardware	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr. s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. a and long distance .
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 Includes telephone hardware Total for the year:  enses	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr. s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. a and long distance .
ount #: 210-5550-00  Detail/Analysis of what items Salaries, Wages & Benefits i Total for the year:  ount #: 210-5630-00  Detail/Analysis of what items From actuals to December 3 Includes telephone hardware Total for the year:  enses Iding Maintenance ount #: 210-5350-00	Account Name/Dept: Salaries/Wages & Benefits Exp.  s will be coded to this account &/or calculation of annual total: including LTFT staff for U-pass distribution.  61,51  Account Name/Dept: Telephone Expense-Info. Cntr.  s will be coded to this account &/or calculation of annual total: 31, 2018 and estimated up to April. e and long distance .  1,17

2,382
: Repairs & Maint. Expense-Info. Cntr.
or calculation of annual total:
: Utilities Expense-Info. Cntr.
or calculation of annual total:  2,210

Account #:	250-4040-00	Account Name/Dept:	Coat Check Revenue-Louis'	
Б				
		rill be coded to this account &/or calculat	ion of annual total:	
-		31, 2018 and estimated up to April.		2 200
Total for t	ne year:		L	2,200
ccount #:	250-4070-20	Account Name/Dept:	Commission Vending Revenue-I	₋ouis'
		rill be coded to this account &/or calculat		
		ed on actuals to December 31, 2018 and Louis' and Louis' Loft ATM machines.	d estimated up to April	
Total for t		Eddis and Eddis Edit / Tim machines.		6,875
	year.		<u> </u>	
ccount #:	250-4270-40	Account Name/Dept:	Sales-Bottled Beer Revenue-Lou	uis'
	<u> </u>	rill be coded to this account &/or calculat	ion of annual total:	
-		31, 2018 and estimated up to April.		110.225
Total for t	he year:			118,320
.ccount #:	250-4270-50	Account Name/Dept:	Sales Draught Beer Revenue-Lo	ouis'
		rill be coded to this account &/or calculat	ion of annual total:	
Based on	Actuals to December	r 31, 2018 and estimated up to April.		
Total for t	he year:			301,911
Total for t	the year: 250-4270-60	Account Name/Dept:	Sales-Food Revenue-Louis'	301,911
Total for t	250-4270-60	•		301,911
Total for t	250-4270-60 alysis of what items w	rill be coded to this account &/or calculat	ion of annual total:	301,911
Total for t  ccount #:  Detail/Ana Based on	250-4270-60 alysis of what items we actuals to December	vill be coded to this account &/or calculat 31, 2018 and estimated up to April, with	ion of annual total:	301,911
Total for t  ccount #:  Detail/Ana Based on	250-4270-60  alysis of what items we actuals to December secured additional events.	rill be coded to this account &/or calculat	ion of annual total:	301,911
Total for t  ccount #:  Detail/Ans Based on based on	250-4270-60  alysis of what items we actuals to December secured additional events.	vill be coded to this account &/or calculat 31, 2018 and estimated up to April, with	ion of annual total:	747,378
Total for total for the count #:  Detail/AnaBased on based on removed. Total for total for total	250-4270-60  alysis of what items we actuals to December secured additional eventher secured additional eventher year:	vill be coded to this account &/or calculat 31, 2018 and estimated up to April, with	ion of annual total:	
Total for total for the count #:  Detail/Ana Based on based on removed. Total for the count #:	250-4270-60  alysis of what items we actuals to December secured additional eventhe year:  250-4270-70	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis'	
Detail/An: Based on based on removed. Total for t	250-4270-60  alysis of what items we actuals to December secured additional eventhe year:  250-4270-70  alysis of what items we	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	
Total for t  ccount #:  Detail/An  Based on  based on  removed.  Total for t  ccount #:  Detail/An  Based on	250-4270-60  alysis of what items we actuals to December secured additional eventhe year:  250-4270-70  alysis of what items we actuals to December	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	
Total for to ccount #:  Detail/Ana Based on removed. Total for to ccount #:  Detail/Ana Based on more funding for the count #:	250-4270-60  alysis of what items we actuals to December secured additional events.  250-4270-70  alysis of what items we actuals to December ctions and events.	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	747,378
Total for total for the count #:  Detail/Ana Based on removed. Total for the count #:  Detail/Ana Based on Based on the count #:	250-4270-60  alysis of what items we actuals to December secured additional events.  250-4270-70  alysis of what items we actuals to December ctions and events.	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	
Total for total	250-4270-60  alysis of what items we actuals to December secured additional events.  250-4270-70  alysis of what items we actuals to December ctions and events.	vill be coded to this account &/or calculated 31, 2018 and estimated up to April, with vents, predicted lunch traffic increases, a Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total:	747,378
Total for the ccount #:  Detail/An: Based on removed. Total for the ccount #:  Detail/An: Based on more fund. Total for the ccount #:	250-4270-60  alysis of what items we actuals to December secured additional events.  250-4270-70  alysis of what items we actuals to December ctions and events.  the year:  250-4270-80	rill be coded to this account &/or calculate 31, 2018 and estimated up to April, with yents, predicted lunch traffic increases, a Account Name/Dept:  rill be coded to this account &/or calculate 31, 2018 and estimated up to April with	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total: an increase due to  Sales-Non Alcoholic Revenue-Louis	747,378
Total for total	250-4270-60  alysis of what items we actuals to December secured additional evaluation and evaluation and evaluation and evaluation and events.  250-4270-80  alysis of what items we actuals to December ctions and events.	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total: an increase due to  Sales-Non Alcoholic Revenue-Louis ion of annual total:	747,378
Total for total for the second #:  Detail/Ana Based on removed. Total for the second #:  Detail/Ana Based on more fund Total for the second #:  Detail/Ana Based on more fund Total for the second #:  Detail/Ana Based on more fund Total for the second #:	250-4270-60  alysis of what items we actuals to December secured additional events actuals of what items we actuals to December of the year:  250-4270-70  alysis of what items we actuals to December of the year:  250-4270-80  alysis of what items we actuals to December what items we actuals to December of the year:	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total: an increase due to  Sales-Non Alcoholic Revenue-Louis ion of annual total:	747,378
Total for the Account #:  Detail/And Based on removed. Total for the Account #:  Detail/And Based on more fund Total for the Account #:  Detail/And Based on	250-4270-60  alysis of what items we actuals to December secured additional events actuals of what items we actuals to December of the year:  250-4270-70  alysis of what items we actuals to December of the year:  250-4270-80  alysis of what items we actuals to December what items we actuals to December of the year:	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	ion of annual total: n an increase to and track food sales  Sales-Liquor Revenue-Louis' ion of annual total: an increase due to  Sales-Non Alcoholic Revenue-Louis ion of annual total:	747,378 179,385 Duis'

	nd tea sales at Louis' Lo	of with totals up to December 31, 2018	8 and estimated up to April.	
Total for	the year:			77,937
ccount #:	250-4275-00	Account Name/Dept:	Special Event Revenue-Lou	uis'
Detail/Ar	nalysis of what items will	be coded to this account &/or calcula	tion of annual total:	
		cover charge based on actuals to De		
estimate	d up to April with an incr	ease due to more special event booki	ings.	
Total In-l	kind Bookings \$43,400 (	Campus Clubs - Louis' Main and Loft	(\$500 x 72 club events) = \$36.0	00
		100, Private Function Room (\$150 x 4		
Total for	the year:			48,650
Account #:	250-4280-00	Account Name/Dept:	Sponsorship Revenue-Loui	s'
		be coded to this account &/or calcula		
	ship for Louis' events ind the year:	cluding \$8,000 for Welcome Week an	a \$24,000 from Pepsi.	39,340
Total loi	the year.			00,010
Account #:	250-5000-00	Account Name/Dept:	Advertising Expense-Louis'	
		•		
Detail/Ar	nalvsis of what items will		tion of annual total:	
		be coded to this account &/or calcula le, Facebook, and poster printing.	tion of annual total:	
Includes		be coded to this account &/or calcula	tion of annual total:	9,800
Includes	ads in the Survival Guid	be coded to this account &/or calcula	tion of annual total:  Bank Charges Expense-Lot	
Includes Total for Account #:	ads in the Survival Guio the year: 250-5030-00	be coded to this account &/or calcula le, Facebook, and poster printing.  Account Name/Dept:	Bank Charges Expense-Lot	
Includes Total for Account #:  Detail/Ar	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will	be coded to this account &/or calcula le, Facebook, and poster printing.	Bank Charges Expense-Lot	
Includes Total for Account #: Detail/Ar Based or	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will	be coded to this account &/or calcula le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcula	Bank Charges Expense-Lot	
Includes Total for Account #: Detail/Ar Based or	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31	be coded to this account &/or calcula le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcula	Bank Charges Expense-Lot	uis'
Includes Total for Account #: Detail/Ar Based or Total for Account #:	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	uis'
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar Account #:	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular land land land land land land land land	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	uis'  18,600  Dense-Louis'
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar Account #:  Detail/Ar As per S FMS/File	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will a actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in se (Server), iCloud stora	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular land land land land land land land land	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	uis'  18,600  Dense-Louis'  - 81
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar Account #:  Detail/Ar As per S FMS/File	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular land land land land land land land land	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	uis'  18,600  Dense-Louis'
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar Account #:  Detail/Ar As per S FMS/File	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will a actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in se (Server), iCloud stora	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular land land land land land land land land	Bank Charges Expense-Loution of annual total:  Computer Maintenance Exp	18,600 Dense-Louis'  - 81 81
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar As per S FMS/File Total for	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in es (Server), iCloud stora the year:	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular Admin ge  Account Name/Dept:	Bank Charges Expense-Lot tion of annual total:  Computer Maintenance Exp tion of annual total:  Cost of Sales-Bottled Beer	18,600 Dense-Louis'  - 81 81
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar As per S FMS/File Total for  Account #:  Detail/Ar	ads in the Survival Guio the year:  250-5030-00  nalysis of what items will n actual to December 31 the year:  250-5090-00  nalysis of what items will chedule #2 - Included in es (Server), iCloud stora the year:	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular Admin ge	Bank Charges Expense-Lot tion of annual total:  Computer Maintenance Exp tion of annual total:  Cost of Sales-Bottled Beer	18,600 Dense-Louis'  - 81 81
Includes Total for  Detail/Ar Based or Total for  Account #:  Detail/Ar As per S FMS/File Total for  Account #:  Detail/Ar Based or	ads in the Survival Guio the year:  250-5030-00  halysis of what items will hactual to December 31 the year:  250-5090-00  halysis of what items will chedule #2 - Included in es (Server), iCloud stora the year:  250-5180-40  halysis of what items will	be coded to this account &/or calcular le, Facebook, and poster printing.  Account Name/Dept:  be coded to this account &/or calcular, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcular Admin ge  Account Name/Dept:	Bank Charges Expense-Lot tion of annual total:  Computer Maintenance Exp tion of annual total:  Cost of Sales-Bottled Beer	18,600 Dense-Louis'  - 81 81

	ober to April.			_
Total for t	he year:		131,77	74
count #:	250-5180-60	Account Name/Dept:	Cost of Sales-Food Expense-Louis'	
Detail/An	alvsis of what items will b	pe coded to this account &/or calcula	tion of annual total:	
	40% of food sales.			
Total for t	he year:		298,95	51
ccount #:	250-5180-70	Account Name/Dept:	Cost of Sales-Liquor Expense-Louis'	
Detail/An	alysis of what items will t	pe coded to this account &/or calcula	tion of annual total:	
Based on	24% of sales in the sum	mer and 20% of sales from Septeml	per to April.	
Total for t	he year:		36,988	5
ccount #:	250-5180-80	Account Name/Dept:	Cost of Sales-Non Alc. Expense-Louis'	
Detail/An	alysis of what items will t	pe coded to this account &/or calcula	tion of annual total:	
Based on	40% of sales. This line	includes all soda used in mixed drin	ks and sales at the stadium.	
Total for t	he year:		13,294	4
ccount #:	250-5180-85	Account Name/Dept:	Cost of Sales Prepared Bev. Expense- L	₋ouis'
Detail/An	alysis of what items will b	be coded to this account &/or calcula	tion of annual total:	
		be coded to this account &/or calcula coffee, tea, and other Loft products.	tion of annual total:	
	33% of sales. Includes		tion of annual total:	9
Based on	33% of sales. Includes			9
Based on Total for t	33% of sales. Includes the year:  250-4200-00	coffee, tea, and other Loft products.	Depreciation Expense-Louis'	9
Based on Total for t  ccount #:  Detail/An As per So	33% of sales. Includes the year:  250-4200-00  alysis of what items will be thedule #3	coffee, tea, and other Loft products.  Account Name/Dept:	Depreciation Expense-Louis'	<u> </u>
Based on Total for tocount #:	33% of sales. Includes the year:  250-4200-00  alysis of what items will be thedule #3	coffee, tea, and other Loft products.  Account Name/Dept:	Depreciation Expense-Louis'	<u> </u>
Based on Total for t  ccount #:  Detail/An As per So	33% of sales. Includes the year:  250-4200-00  alysis of what items will be thedule #3	coffee, tea, and other Loft products.  Account Name/Dept:	Depreciation Expense-Louis'	<u> </u>
Based on Total for the Count #:  Detail/An Total for the Count #:  Detail/An	33% of sales. Includes the year:  250-4200-00  alysis of what items will be thedule #3 the year:  250-5240-00  alysis of what items will be the year:	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  22,53*  Equip. & Equip Maint. Expense-Louis'  tion of annual total:	<u> </u>
Based on Total for the Count #:  Detail/An Total for the Count #:  Detail/An	33% of sales. Includes the year:  250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule #3 the year:	Account Name/Dept:  Account Name/Dept:  De coded to this account &/or calcula	Depreciation Expense-Louis'  tion of annual total:  22,53*  Equip. & Equip Maint. Expense-Louis'  tion of annual total:	1
Based on Total for t  ccount #:  Detail/An As per So Total for t  ccount #:  Detail/An Repairs a	33% of sales. Includes the year:  250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule #3 the year:	Account Name/Dept:  Account Name/Dept:  Account Name/Dept:  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  Equip. & Equip Maint. Expense-Louis'  tion of annual total: d on actuals.	1
Based on Total for t  Ccount #:  Detail/An. As per So Total for t  Ccount #:  Detail/An. Repairs a Total for t	250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule #3  alysis of what items will behedule #3  250-5240-00  alysis of what items will behad maintenance on kitcher year:  250-5285-00	Account Name/Dept:  Account Name/Dept:  De coded to this account &/or calculation and bar equipment. This is base  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  Equip. & Equip Maint. Expense-Louis'  tion of annual total: d on actuals.  17,750  Food & Beverage Supp. Expense-Louis'	1
Based on Total for the Count #:  Detail/An.  As per Son Total for the Count #:  Detail/An.  Repairs a Total for the Count #:  Detail/An.  Detail/An.	250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule items will behedule items will be hed wi	Account Name/Dept:  Account Name/Dept:  De coded to this account &/or calculation and bar equipment. This is base to be coded to this account Name/Dept:  Account Name/Dept:  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  Equip. & Equip Maint. Expense-Louis'  tion of annual total: d on actuals.  17,750  Food & Beverage Supp. Expense-Louis'  tion of annual total:	1
Based on Total for the Count #:  Detail/And Repairs a Total for the Count #:  Detail/And Repairs a Total for the Count #:  Detail/And Repairs a Total for the Count #:	250-4200-00  alysis of what items will behedule #3 the year:  250-5240-00  alysis of what items will behedule items will behedule items will behad items will behad maintenance on kitched items will behad maintenance will behad items will be had items will behad items will be had items will behad items will be had items will b	Account Name/Dept:  Account Name/Dept:  De coded to this account &/or calculation and bar equipment. This is base  Account Name/Dept:	Depreciation Expense-Louis'  tion of annual total:  Equip. & Equip Maint. Expense-Louis'  tion of annual total: d on actuals.  17,750  Food & Beverage Supp. Expense-Louis'  tion of annual total:	1

	250-5290-00	Account Name/Dept:	Freight Expense-Louis'	
Dotoi!/A	alvaia of what itamsill	he anded to this account 9 for an animal	tion of annual totals	
	_•	be coded to this account &/or calcular		
		ns. This includes liquor deliveries and	i bottle returns.	9,800
Total for t	ne year.			3,000
Account #:	250-5360-00	Account Name/Dept:	Kitchen Supplies Expense-L	ouis'
		be coded to this account &/or calcular		
cleaners.	tems such as detergent	s, dishwashing liquids as well as degi	reasers and	
Total for t	he vear:			11,800
Total for t	ne year.			11,000
Account #:	250-5390-00	Account Name/Dept:	License Expense-Louis'	
		be coded to this account &/or calcula	tion of annual total:	
	enses (SLGA) and POS	S yearly license fees.		
Total for t	he year:			5,700
Account #:	250-5400-00	Account Name/Dept:	Meeting Expense-Louis'	
		•	,	
	•	be coded to this account &/or calcula	tion of annual total:	
Meeting e	expense for bi-annual Lo	ouis' manager retreat.		
Total for t	he year:			500
Total for t	he year:			500
	he year: 	Account Name/Dept:	Membership Expense-Louis	
		Account Name/Dept:	Membership Expense-Louis	
Account #:	250-5410-00	Account Name/Dept: be coded to this account &/or calcula		
Account #:  Detail/Ana	250-5410-00 alysis of what items will	•		
Account #:	250-5410-00 alysis of what items will	•		
Account #:  Detail/Ana	250-5410-00 alysis of what items will	•		-
Detail/Ana  Total for t	250-5410-00  alysis of what items will  he year:  250-5430-00	be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L	-
Detail/Ana Total for t  Account #:  Detail/Ana	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will	be coded to this account &/or calcular  Account Name/Dept:  be coded to this account &/or calcular	tion of annual total:  Office & General Expense-L	-
Detail/Ana Total for t  Account #:  Detail/Ana Based on	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3	be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L	ouis'
Detail/Ana Total for t  Account #:  Detail/Ana	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3	be coded to this account &/or calcular  Account Name/Dept:  be coded to this account &/or calcular	tion of annual total:  Office & General Expense-L	-
Detail/Ana Total for t  Account #:  Detail/Ana Based on	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3	be coded to this account &/or calcular  Account Name/Dept:  be coded to this account &/or calcular	tion of annual total:  Office & General Expense-L	ouis'
Detail/Ana Total for taccount #:  Detail/Ana Based on Total for taccount #:	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will  actuals to December 3  he year:  250-5450-00	Account Name/Dept:  be coded to this account &/or calcular be coded to this account &/or calcular 1, 2018 and estimated up to April.  Account Name/Dept:	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana  Total for tall  Account #:  Detail/Ana Based on Total for tall  Account #:  Detail/Ana	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will  actuals to December 3 he year:  250-5450-00  alysis of what items will	Account Name/Dept:  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana  Detail/Ana  Total for t  Account #:  Detail/Ana  Based on  Total for t  Account #:  Detail/Ana Includes p	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on de	Account Name/Dept:  be coded to this account &/or calcular be coded to this account &/or calcular 1, 2018 and estimated up to April.  Account Name/Dept:	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana  Total for tall  Account #:  Detail/Ana Based on Total for tall  Account #:  Detail/Ana	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on de	Account Name/Dept:  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana  Detail/Ana  Total for t  Account #:  Detail/Ana  Based on  Total for t  Account #:  Detail/Ana Includes p	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on de	Account Name/Dept:  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula	tion of annual total:  Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis'	ouis'
Detail/Ana Total for t  ccount #:  Detail/Ana Based on Total for t  ccount #:  Detail/Ana Includes p Total for t	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on delete year:  250-5470-00	Account Name/Dept:  be coded to this account &/or calcula  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula eck and maintenance of the boxes.	Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis' tion of annual total:  Printing Expense-Louis'	ouis'
Detail/Ana Based on Total for t  Ccount #:  Detail/Ana Based on Total for t  Ccount #:  Detail/Ana Includes p Total for t	250-5410-00  alysis of what items will  he year:  250-5430-00  alysis of what items will actuals to December 3 he year:  250-5450-00  alysis of what items will blanting of flowers on delete year:  250-5470-00	Account Name/Dept:  be coded to this account &/or calcula  1, 2018 and estimated up to April.  Account Name/Dept:  be coded to this account &/or calcula  eck and maintenance of the boxes.  Account Name/Dept:  be coded to this account &/or calcula	Office & General Expense-L tion of annual total:  Plant Maint. Expense-Louis' tion of annual total:  Printing Expense-Louis'	ouis'

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per CUPE Agreement, staff reimbursement for health, wellness or education courses.  \$650 per union member. Three members are eligible for this benefit in this fiscal year.  Total for the year:    1,950		250-5480-00	Account Name/Dept:	Professional Dev./Wellnes	s Expense-Lou
As per CUPE Agreement, staff reimbursement for health, wellness or education courses.	Detail/An	nalysis of what items will	oe coded to this account &/or calculate	ion of annual total:	
Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promoted to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8,800  Account Name/Dept: Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities  Repairs specific to Louis'  Total for the year:  14,300  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Execution of the year:  9,650					
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that ite promoted to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8,800  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities  Repairs specific to Louis'  Total for the year:  14,300  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities  Repairs specific to Louis'  Total for the year:  250-5550-50  Account Name/Dept:  Salaries/Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time in scope, Full-time out of scope  and Less than Full-time.  Total for the year:  250-5560-00  Account Name/Dept:  Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  282,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	\$650 per	union member. Three n	nembers are eligible for this benefit in	this fiscal year.	
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promo'ed to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8.800  **Count #: 250-5510-05  **Account Name/Dept:** Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities  Repairs specific to Louis'  Total for the year:  14,300  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time in scope, Full-time out of scope  and Less than Full-time.  Total for the year:  **Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Coots from rental of special items needed for special events including linens and other items.  Total for the year:  28.150  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28.150  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Coots from rental of special atems.  Total for the year:  28.150  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Coots from rental of special staff.  Total for the year:  9.650  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Total for	the year:			1,950
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promo'ed to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8.800  **Count #: 250-5510-05  **Account Name/Dept:** Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities  Repairs specific to Louis'  Total for the year:  14,300  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time in scope, Full-time out of scope  and Less than Full-time.  Total for the year:  **Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Coots from rental of special items needed for special events including linens and other items.  Total for the year:  28.150  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28.150  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Coots from rental of special atems.  Total for the year:  28.150  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Coots from rental of special staff.  Total for the year:  9.650  **Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.					
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Promotions based on actuals to December 31, 2018 and estimated up to April.  This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promo'ed to customers. This also includes service charges for Skip the Dishes.  Total for the year:  8.800  Count #: 250-5510-05  Account Name/Dept: Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  14,300  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time in scope, Full-time out of scope and Less than Full-time.  Total for the year:  826-100  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Count #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items needed for special events including linens and other items.  Total for the year:  28.150  Count #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28.150  Count #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650	sount #	250 5500 00	Account Name/Dents	Dromotiona Evnonco Loui	o'
Promotions based on actuals to December 31, 2018 and estimated up to April.   This is non advertising cost to run promotions at Louis' as well as any food and beverage that its promo'ed to customers. This also includes service charges for Skip the Dishes.   8,800	count #.	250-5500-00	Account Name/Dept.	Promotions Expense-Louis	5
This is non advertising cost to run promotions at Louis' as well as any food and beverage that is promo'ed to customers. This also includes service charges for Skip the Dishes.  Total for the year:  Repairs & Maint. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  Account Name/Dept: Salaries/Wages & Benefits Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  Repairs \$\frac{1}{2}\$ Salaries/Wages & Benefits Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Count #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650	Detail/An	alysis of what items will	be coded to this account &/or calculate	ion of annual total:	
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Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  14,300  CCOUNT #: 250-5550-50  Account Name/Dept: Salaries/Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Event #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'	Total for	the year:			8,800
Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  As per Schedule #5 - Included in Facilities Repairs specific to Louis'  Total for the year:  14,300  CCOUNT #: 250-5550-50  Account Name/Dept: Salaries/Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Event #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'					
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Repairs specific to Louis'  Total for the year:  250-5550-50  Account Name/Dept: Salaries/Wages & Benefits Expense-Louis  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  826,100  Count #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other items.  Total for the year:  28,150  Count #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Event #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'	Detail/An	alysis of what items will	pe coded to this account &/or calculate	ion of annual total:	
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Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Salaries, Wages & Benefits for Full-time In scope, Full-time out of scope and Less than Full-time.  Total for the year:  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Secount #: 250-5560-00  Account Name/Dept: Special Event Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Costs from rental of special items needed for special events including linens and other litems.  Total for the year:  28,150  Count #: 250-5205-00  Account Name/Dept: Staff Discounts Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  20% discounts for all staff.  Total for the year:  9,650  Count #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Ecount #: 250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Repairs s	specific to Louis'			
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20% discounts for all staff.  Total for the year:  250-5580-00  Account Name/Dept: Staff Welfare/Apprec. Expense-Louis'  Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Funds for monthly staff initiatives and incentives.	Detail/An Costs fro items.	nalysis of what items will om rental of special items the year:	pe coded to this account &/or calculation needed for special events including I	ion of annual total: inens and other	28,150
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Account #:	250-5630-00	Account Name/Dept:	Telephone Expense-Louis'	
Detail/An	alysis of what items will b	e coded to this account &/or calcula	tion of annual total:	
	-	distance, and internet subscription fe		
reimburs				12.222
Total for	the year:			12,000
ccount #:	250-5460-00	Account Name/Dept:	Training Expense-Louis'	
Detail/An	alysis of what items will b	pe coded to this account &/or calcula	tion of annual total:	
	expenses for Food Safe.			
Total for	the year:			1,000
ccount #:	250-5650-00	Account Name/Dept:	Transportation Expense-Louis	s'
Detail/An	alvsis of what items will h	be coded to this account &/or calcula	tion of annual total:	
		ers to limit our liability and provide o		
	r Staff rides home if nece			
Total for	the year:			400
Account #:	250-5670-00	Account Name/Dept:	Uniforms Expense-Louis'	
			·	
Detail/An	alysis of what items will be	e coded to this account &/or calcula	tion of annual total:	
I			124	
		g kitchen uniforms as well as staff T-	shirts and aprons.	1.550
Expense Total for		g kitchen uniforms as well as staff T-	shirts and aprons.	1,550
		g kitchen uniforms as well as staff T-  Account Name/Dept:	shirts and aprons.  Waste Management Expense	
Total for	the year: 250-5750-00		Waste Management Expense	
Total for the To	the year: 250-5750-00	Account Name/Dept:  De coded to this account &/or calcula	Waste Management Expense	
Total for the Account #:  Detail/An	the year:  250-5750-00  alysis of what items will be isposal Services for wast	Account Name/Dept:  De coded to this account &/or calcula	Waste Management Expense	
Total for the Account #:  Detail/An  Loraas D  Total for the Account #:	the year:  250-5750-00  alysis of what items will be isposal Services for wast	Account Name/Dept:  De coded to this account &/or calcula	Waste Management Expense	e-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Expenses	the year:  250-5750-00  alysis of what items will be isposal Services for wast the year:	Account Name/Dept:  De coded to this account &/or calcula	Waste Management Expense	e-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Expenses Building Ma	the year:  250-5750-00  alysis of what items will be isposal Services for wast the year:	Account Name/Dept:  De coded to this account &/or calcula	Waste Management Expense	e-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Expenses Building Ma Account #:	the year:  250-5750-00  alysis of what items will to isposal Services for waste the year:  intenance  250-5350-00	Account Name/Dept:  De coded to this account &/or calculate and recycling.	Waste Management Expense tion of annual total:  Janitorial Expense-Louis'	e-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Account #:  Detail/An Account #:  Detail/An As per So	the year:  250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00  alysis of what items will be chedule #4	Account Name/Dept:  De coded to this account &/or calculate and recycling.  Account Name/Dept:	Waste Management Expense tion of annual total:  Janitorial Expense-Louis'	6,871
Total for the Account #:  Detail/An  Loraas D  Total for the Account #:  Detail/An	the year:  250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00  alysis of what items will be chedule #4	Account Name/Dept:  De coded to this account &/or calculate and recycling.  Account Name/Dept:	Waste Management Expense tion of annual total:  Janitorial Expense-Louis'	e-Louis'
Total for the Account #:  Detail/An Loraas D Total for the Expenses Building Ma Account #:  Detail/An Loraas D Total for the Expenses Total for the Expenses	the year:  250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00  alysis of what items will be chedule #4	Account Name/Dept:  De coded to this account &/or calculate and recycling.  Account Name/Dept:	Waste Management Expense tion of annual total:  Janitorial Expense-Louis'	6,871
Total for the Account #:  Detail/An Loraas D Total for the Account #:  Detail/An As per So Total for the Account #:  Detail/An Account #:  Detail/An Account #:	250-5750-00  alysis of what items will be isposal Services for waste the year:  iintenance  250-5350-00  alysis of what items will be chedule #4 the year:  250-5690-00  alysis of what items will be chedule #4	Account Name/Dept:  De coded to this account &/or calcular and recycling.  Account Name/Dept:  De coded to this account &/or calcular account &/or calcular	Waste Management Expense tion of annual total:  Janitorial Expense-Louis' tion of annual total:  Utilities Expense-Louis'	6,871
Total for the Account #:  Detail/An Loraas D Total for the Account #:  Detail/An As per So Total for the Account #:  Detail/An Account #:  Detail/An Account #:	250-5750-00  alysis of what items will be isposal Services for waste the year:  intenance  250-5350-00  alysis of what items will be chedule #4 the year:  250-5690-00  alysis of what items will be chedule #6	Account Name/Dept:  De coded to this account &/or calculate and recycling.  Account Name/Dept:  De coded to this account &/or calculate coded to this account &/or calculate coded to this account &/or calculate coded to this account Name/Dept:	Waste Management Expense tion of annual total:  Janitorial Expense-Louis' tion of annual total:  Utilities Expense-Louis'	6,871

Account #: 160-4250-40	Account Name/Dept:	Equipment Rental Revenue-Louis'-Entertainment
	vill be coded to this account &/	
	ental of sound equipment for s	
for off-site rentals. Ranges fro	m \$350 for student groups to S	\$1,000 for national
promoters such as Live Nation	1.	
Total for the year:		24,650
Account #: 160-4310-10	Account Name/Dept:	Ticket Sales Revenue-Louis'-Entertainment
Detail/Analysis of what items v	vill be coded to this account &/	or calculation of annual total:
Based on estimates from histo	orical data and touring patterns	
Total for the year:	<b>V</b> 1	32,000
Account #: 160-5000-05	Account Name/Dept:	Advertising Expense-Louis'-Entertainment
Detail/Analysis of what items v	will be coded to this account &/	or calculation of annual total:
This includes the cost of poste		or calculation of armual total.
Total for the year:	printing and racebook add.	4,400
Total for the year.		4,400
Account #: 160-5090-00	Account Name/Dept:	Computer Maint. Expense-Louis'-Entertainment
Detail/Analysis of what items v	vill be coded to this account &/	or calculation of annual total:
As per schedule #2 - Included		-
Total for the year:		
Account #: 160-5200-00	Account Name/Dept:	Depreciation Expense-Louis'-Entertainment
	-	·
	vill be coded to this account &/	or calculation of annual total:
As per schedule #3		
Total for the year:		3,898
Account #: 160-5220-10	Account Name/Dept:	Entertainment Live Expense-Louis' Ent.
Detail/Analysis of what items	will be accled to this account 0/	for coloulation of annual totals
-	will be coded to this account &/	
	entertainers, riders, hotels, and	
Total for the year:		26,500
Account #: 160-5240-00	Account Name/Dept:	Equip. & Equip. Maint. ExpLouis'-Entertainment
Detail/Analysis of what items v	vill be coded to this account &/	or calculation of annual total:
Includes maintenance and rep		
Total for the year:		1,500

Account #: 160-5390-00	Account Name/Dept: Licenses Expense-Louis'-Entertainment
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:
SOCAN Tariff 3A fees associa	ated with live entertainment. (3% artist guarantee)
Total for the year:	600
ccount #: 160-5550-40	Account Name/Dept: Salaries Expense-Louis' Entertainmen
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:
	cians for Louis' events. The rate is \$250 for the main

Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total:
Based on sales from 2018-201	
Total In-Kind \$5,000 (Campus	Club events)
Total for the year:	5,750
account # 145-4250-30	Account Name/Dept: Rental Space-Other-Building Revenue-Marketing
_	vill be coded to this account &/or calculation of annual total:
Based on sales from 2018-201	27,200
Total for the year:	27,200
account # 145-4620-00	Account Name/Dept: Survival Calendar Revenue-Marketing
Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total:
Estimate based on sales from	
Total for the year:	50,000
445 5000 00	A
Account # 145-5000-00	Account Name/Dept: Advertising Expense-Marketing
Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total:
Sponsor recruitment annual ex	
-	rating expenditure includes copying, postage. 250
Total for the year:	700
Account # 145-5030-00	Account Name/Dept: Bank Charges Expense-Marketing
Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total:
	vill be coded to this account &/or calculation of annual total:
Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total: years.
Detail/Analysis of what items v Estimated based on previous y Total for the year:  Account # 145-5090-00  Detail/Analysis of what items v	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total:
Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total:
Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00  Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00  Total for the year:	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total: d in Admin  -
Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00  Detail/Analysis of what items verificated based on previous year:  Account # 145-5090-00  Total for the year:	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total:
Detail/Analysis of what items v Estimated based on previous y Total for the year:  Account # 145-5090-00  Detail/Analysis of what items v As per Schedule #3 Included Total for the year:	vill be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing vill be coded to this account &/or calculation of annual total: d in Admin  -
Detail/Analysis of what items v Estimated based on previous y Total for the year:  Account # 145-5090-00  Detail/Analysis of what items v As per Schedule #3 Included Total for the year:  Account # 145-5200-00	will be coded to this account &/or calculation of annual total: years.  250  Account Name/Dept: Computer Maint. Expense-Marketing  will be coded to this account &/or calculation of annual total: d in Admin  Account Name/Dept: Depreciation Expense-Marketing

D-4-:1/A		will be seeded to this sees wit 9/s	on a alaculation of amount tat	al.
		will be coded to this account &/c		
	•	iding various meetings and sales	, , , , , , , , , , , , , , , , , , , ,	
Season	al greetings, thank yo	u cards, hospitality and networki	ng.	150
Total for	the year:			400
			0.00	Maul 4!
count #	145-5430-00	Account Name/Dept:	Office & General Expens	se-iviarketing
count #	145-5430-00	Account Name/Dept:	Office & General Expens	se-marketing
		will be coded to this account &/c	·	<u> </u>
Detail/A		•	·	<u> </u>
Detail/A Office si	nalysis of what items	•	·	<u> </u>
Detail/A Office si	nalysis of what items upplies as needed.	•	·	al:
Detail/A Office si	nalysis of what items upplies as needed.	•	·	al:
Detail/A Office si Total for	nalysis of what items upplies as needed.	will be coded to this account &/c	·	al:100
Detail/A Office si Total for	nalysis of what items upplies as needed. r the year:	will be coded to this account &/c	or calculation of annual total	al:100
Detail/A Office si Total for	nalysis of what items upplies as needed. The year:	will be coded to this account &/c	or calculation of annual total	al: 100 nse-Marketing
Detail/A Office si Total for count #	nalysis of what items upplies as needed. The year:	will be coded to this account &/c  Account Name/Dept:  will be coded to this account &/c	or calculation of annual total	al: 100 nse-Marketing

Account #: 230-5000-00	Account Name/Dept: Advertising Expense-Pride Cntr.
	will be coded to this account &/or calculation of annual total: s, postcards, banners and other materials
to promote the centre and ce	ntre events.
Total for the year:	1,775
Account #: 230-5090-00	Account Name/Dept: Computer Maint. Expense-Pride Cntr.
Detail/Analysis of what items Per schedule #2 - Included in	will be coded to this account &/or calculation of annual total:  Admin -
Total for the year:	-
Account #: 230-5110-00	Account Name/Dept: Condom Expense-Pride Cntr.
	will be coded to this account &/or calculation of annual total: ubricant, Dental Dams, and female condoms.
Total for the year:	400
Account #: 230-5120-00	Account Name/Dept: Conference Expense-Pride Cntr.
	will be coded to this account &/or calculation of annual total:
Cost for the Coordinator to a	ttend a relevant conference.
Total for the year:	100
Account #: 230-5200-00	Account Name/Dept: Depreciation Expense-Pride Cntr.
Detail/Analysis of what items Per Schedule #3	will be coded to this account &/or calculation of annual total:
Total for the year:	361
Account #: 230-5240-00	Account Name/Dept: Equip. & Equip. Maint. ExpPride Cntr.
	will be coded to this account &/or calculation of annual total:
	nent needs for the year such as buttons.
Total for the year:	300
Account #: 230-5250-00	Account Name/Dept: Events/Speakers Expense-Pride Cntr.
Detail/Analysis of what items	will be coded to this account &/or calculation of annual total:
	nt costs including speakers, performers,
film licenses, and other costs	for Pride Centre events such as

Queerapalooza, Sex Week, Drag Sho	
Costs for many of the events are offse	
Total for the year:	1,450
count #: 230-5350-00 A	ccount Name/Dept: Janitorial Expenses-Pride Cntr.
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Total for the year:	1,693
count #: 230-5400-00 A	ccount Name/Dept: Meeting Expenses-Pride Cntr.
	oded to this account &/or calculation of annual total:
Meeting expenses are for outreach an	
Total for the year:	80
count #: 230-5430-00 A	ccount Name/Dept: Office & General Expense-Pride Cntr.
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Office supplies for center including tor	ner cartridge and business cards, pens,
paper, name tags, etc.	
Total for the year:	350
count #: 230-5510-00 A	ccount Name/Dept: Repairs & Maint. Expense-Pride Cntr.
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Per Schedule #5 - Included in Facilitie	s
Total for the year:	
count #: 230-5550-00 A	ccount Name/Dept: Salaries, Wages & Benefits ExpPride C
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Salaries, Wages & Benefits - 39% time	e (15 hrs/week) for May - July.
53% time (20 hrs/week August - April)	
40 hours extra in December and April.	
Total for the year:	17,528
count #: 230-5580-00 A	ccount Name/Dept: Staff Welfare/Apprec. ExpPride Cntr.
Detail/Analysis of what items will be co	oded to this account &/or calculation of annual total:
Detail/Analysis of what items will be co Year-end event @ \$15/volunteer (Bas	

Account #: 230-5600-00	Account Name/Dept: Subscriptions Expe	ense-Pride Cntr.
Detail/Analysis of what items w	ill be coded to this account &/or calculation of a	unnual total:
	ng The Advocate and Out magazine.	
Total for the year:	ig The Advocate and Out magazine.	200
Total for the year.		200
Account #: 230-5630-00	Account Name/Dept: Telephone Expens	se-Pride Cntr.
Detail/Analysis of what items w	ill be coded to this account &/or calculation of a	ınnual total:
Based on actual to December 3		
Total for the year:	, <u>, , , , , , , , , , , , , , , , , , </u>	654
Account #: 230-5640-00	Account Name/Dept: Training Expense-	Pride Cntr.
Data: I/A na hair afach at ita na ant	The second of the their second O're selected at the second	and the table
	ill be coded to this account &/or calculation of a	400
	OTR 25 @ \$10 each and 15@ \$10 each.	<del>                                     </del>
	Intervention Training @ \$125/person	1,250
Additional training and education	onal opportunities for volunteers	200
Total for the year:		1,850
Account #: 230-5710-00	Account Name/Dept: Volunteer Apprec.	Expense-Pride Cntr
Account #. 250-57 10-00	Account Name/Dept. Volunteer Apprec.	Expense-i fide offit.
Detail/Analysis of what items w	ill be coded to this account &/or calculation of a	innual total:
	s based on points accumulated for	
hours volunteered.		
Total for the year:		820
Total for the year.		
Account #: 230-5690-00	Account Name/Dept: Utilities Expense-F	Pride Cntr.
		indo ontar
Detail/Analysis of what items w	ill be coded to this account &/or calculation of a	innual total:
Per Schedule #5		
Total for the year:		3,863

Detail/Analysis of what items will be coded to this account &/or calcu	ulation of annual total:
Elections (Advertising & Printing)	200
Candidate Forums	300
Executive Reimbursement	1,500
Councilor Reimbursement	750
Chief Returning Officer	2,500
Assistant Chief Returning Officer	1,500
DRO Voting Booth	500
Total for the year:	7,250

Account #: 150-5000-05	Account Name/Dent: Exec - By Flections Expense-Stud Gov

Elections (Advertising & Printing)	200
Candidate Forums	100
Candidate Reimbursement	200
Chief Returning Officer	1,000
Assistant Chief Returning Officer	600
Total for the year:	2,100

#### Account #: 150-5330-00 Account Name/Dept: Exec - Referendum Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calcu-	ulation of annual total:
Referendum (Advertising & Printing)	200
Referendum Forum	300
Referendum Reimbursement	1,000
Referendum - Chief Returning Officer	1,000
Referendum - Assistant Chief Returning Officer	600
Total for the year:	3,100

#### Account #: 170-5090-00 Account Name/Dept: Executive - Computer Maint. Expense - Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calcular As per Schedule #2 - Included in Admin	
Maintenance Agreement (1-Filemaker) (May)	153
SSC Website Hosting, SSC Domain Renewal	104
*	257

#### Account #: 170-5120-00 Account Name/Dept: Executive - Conference/Development Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual to		
Conferences and other development for Executive as it pertains to their portfoli	io 6,500	
Peer Advocacy Training	750	
Total for the year:	7,250	

Health and Wellness moved from this line to compensation line, and Peer Advocacy Course Added

Account #: 170-5200-00	Account Name/Dept: Executive - Depreciation	n Expense - Stu	ıd. Gov.
Detail/Analysis of what items will	be coded to this account &/or calculation of annua	ıl total:	
Per Schedule #3			
Total for the year:		1,827	

#### Account #: 170-5400-00 Account Name/Dept: Executive - Meeting Expense-Stud. Gov.

Meetings and events expenses	1,750
Executive Transition Lunch	350
Budget Walkthrough with Budget & Finance Committee	400
Senior Managers, U of S Senior Administrators, and Executive Lunch	400
USC Committees (8 x \$150) food allowance	1,200
Total for the year:	4,100

#### Account #: 170-5430-00 Account Name/Dept: Executive - Office & General Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual	total:
Office supplies, business cards, etc.	
Total for the year:	600

#### Account #: 170-5470-00 Account Name/Dept: Executive - Printing Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annual total:  Office Copier Usage plus insurance forms and other misc, printing	
Office Copier Usage plus insurance forms and other misc, printing	
Total for the year:	38

#### Account #: 170-5490-00 Account Name/Dept: Executive - Projects Expense-Stud. Gov.

Detail/Analysis of what items will be coded to this account &/or calculation of annua	
Projects and initiatives of the Executive: each Executive member must apply to the	
Executive Committee for funding.	4,500
Marketing (Survival Guide, Facebook advertising)	1,000
Total for the year:	5,500

Line decreased by 500 to acknowledge the formalization of Women in Leadership.

Account #: 170-5490-05 Account Name/Dept: Executive - Events Expense-Stud. Gov.

Experience in Excellence Awards	4,300
Undergraduate Project Symposium	2,500
Know Your Rights	500
AOCP (Term1 \$400 - Term2 \$400)	800
Women in Leadership	750
Campus Club Weeks (\$400 x 2)	800
Advocacy Week	200
Ice Rink (Miscellanious, Tarp, etc)	5,000
Remembrance Day	550
Indigenous Achievement Week (to be applied for or USSU sponsored speaker)	5,250
Elder (15hrs/month x 5 months plus incidentals, supplies and mileage)	10,000
Bike Tool Rental Service	75
Total for the year:	30,725

Nev

Line increased by \$1,350, largely towards the cost of the ice rink, and women in leadership. CFCR show removed to accomodate this f

		f annual total:	
Executive Orientation		200	
Retreat		440 300	
Mid-year Review Retreat for total for the year:	tne Executive Committee	940	
Total for the year.		0.0	
count #: 170-5550-00	Account Name/Dept: Executive - Sala	ries, Wages & Benefits Exp St	ud. Gov.
	will be coded to this account &/or calculation o		
Executive Salaries - (38,664.		160,843	
	15 days Vacation and 20 EDO's)	9,279	
Benefits (CPP, EI, WCB)	1 1: 1: 1D 10 1: 1 ( 1) (0000 ( 1)		١,
	ll activity/PAC student fees) (\$300/exec)	1,200	ľ
Reimbursement of particular	student fees (Health, Dental)	1,098	
Total for the year:		104,555	
Total for the year:		104,000	

Moved from confrence and development line to more accurately represent full executive compensation

count #: 170-5630-00 Account Name/Dept: Executive - Telephone Expense-Stud. Gov.			
Detail/Analysis of what items	will be coded to this account &/or calculation of annu	ial total:	
ost for reimbursement of ex	ecutive cellphone plans, up to \$100/month each	4,800	
Cost of telephone hardware	and long distance.	1,824	
Total for the year:	-	6,624	

ccount #: 170-5660-00	Account Name/Dept: Executive - Travel Ex	cpense-Stud.Gov.
Detail/Analysis of what items will	be coded to this account &/or calculation of ann	aual total:
	ive travel (Not related to conference travel).	Idai totai.
Car rental or mileage (Rural carr	ipus travel)	1,140
Food for students & the executiv	e (\$200 x 3)	600
Per diem allowance for three full	trip days (\$65 x 4 x 3)	780
Hotel rooms for three nights {(\$1	20 x 4 x 1) + (\$150 x 4 x 2)}	1,680
Total for the year:		4,200
•		

Account #: 310-5090-00 Account Name/Dept: USC -	Computer Maintenance
Detail/Analysis of what items will be coded to this account &/or ca	Iculation of annual total:
As per schedule #2 - In Admin	
Maintenance Agreement (Filemaker) (May)	153
Total for the year:	153

Account #: 310-5190-00	Account Name/Dept: USC - Councilor Year	end gifts Expens	se-Stud. Gov.
Detail/Analysis of what items w	ill be coded to this account &/or calculation of annu	al total:	
Year end gifts for Councilors (2	6 Councilors x \$100)		I
Total for the year:		2,600	l

Account #: 310-5200-00 Account Name/Dept: USC - Depreciation Expense - Stud. Gov.				
Detail/Analysis of what items	will be coded to this account &/or calculation of annua	al total:		
As per schedule #3				
Total for the year:		158		

Account #: 310-5330-00	Account Name/	Dept: USC - Honorariums Exp	ense-Stud. Go	v.
Detail/Analysis of what items	will be coded to this acc	count &/or calculation of annua	I total:	
USC Chair (\$40/meeting x 25	meetings)			
Total for the warr			1.000	

Account #: 310-5400-00 Account Name/Dept: USC - Meeting Expenses-Stud. Gov.					
Detail/Analysis of what items will be coded to this account &/or calculation of a	nnual total:				
Other meeting expenses (name plates) 25					
USC Orientation-April (meals, printing, etc.)	350				
USC Orientation-September (meals, printing, etc.)	350				
Total for the year:	725	1			

\*additional orientation added in April to create easier transition for USC, \$25 added from the original budget to accomodate another meeting.

Account #: 310-5400-10 Account Name/Dept: USC - Meeting Expense	es (AGM)-Stud. Go	V
Detail/Analysis of what items will be coded to this account &/or calculation of annua	ıl total:	
Printing, Office Supplies, Room & Equipment Rentals	500	
Refreshments (Pizza, Pepsi Product)	490	Specification removed
Chairperson Honorarium	75	
Total for the year:	1,065	

Account #: 510-5400-05 Account Name/Dept: USC - Meeting Expense	8 (3GIVI)-31UU.	GUV.	
Detail/Analysis of what items will be coded to this account &/or calculation of annua	I total:		
Printing, Office Supplies, Room & Equipment Rentals	500		
Refreshments (Pizza, Pepsi Product)	490		S
Chairperson Honorarium	75		
Total for the year:	1,065		

Specification removed

count #: 310-5680-00	Account Name/Dept: USC - Se	ocials/Apprec. Expense-Stud. Gov
Detail/Analysis of what items v	vill be coded to this account &/or calcu	lation of annual total:
USC Appreciation (6 socials a	\$400 per social)	2,400
USC Meetings (6 meetings at	\$400 per meeting)	2,400
USC Transition Social		800
Total for the year:		5,600

5 Account #:	130-4180-00	Account Name/Dent:	Ratification Revenue-Car	mnus Grouns	
		•		прио стоиро	
		ill be coded to this account &/or calculation			
		m ratification fees in the campus groups pare accounted for in the Admin Budget)	DOIICY.		
Total for th	•	are accounted for in the Admin Budget)		15,000	
Total for ti	ic year.			10,000	
Account #:	130-4280-00	Account Name/Dept:	Sponsorship Revenue- C	Campus Groups	
Detail/Ana	lysis of what items w	ill be coded to this account &/or calculation	on of annual total:		
Pepsi Colo	Beverage Contract			10,200	
Pepsi Prod	duct			4,000	
Total for th	ne year:			14,200	
Account #:	130-5310-00	Account Name/Dept:	Grants Expense (Cash/C	redit)-Campus Groups	
Detail/Δna	lyeis of what items w	ill be coded to this account &/or calculation	on of annual total:		
	Groups (~150 groups)		on or annual total.		
Total for th				50,000	Increased by \$5,000
Account #:	130-5310-05	Account Name/Dept:	Grants Expense (Produc	t)-Campus Groups	
_Detail/Ana	lysis of what items w	ill be coded to this account &/or calculation	on of annual total:		
Pepsi Prod	duct				
Total for th	ne year:			4,000	
Account #:	220-5310-00	Account Name/Dept:	Grants Expense - Campu	us Legal Services	
		·			
	•	ill be coded to this account &/or calculation			
		Services for administrative expenses to be	be applied for.		
Total for th	ne year:			500	
Account #:	220-5310-05	Account Name/Dept:	Grants Expense - Sustain	nability	<u> </u>
Detail/Ana	lysis of what items w	ill be coded to this account &/or calculation	on of annual total:		
Sustainab	lity Funding (maybe	matched by U of S ) to be applied for.			
(This is ma	atched by Office of Si	ustainability of \$2,500)			
Total for th	ne year:			2,500	
Account #:	280-5310-00	Account Name/Dept:	Grants Expense-Student	-Travel Fund	
Detail/Δna	lysis of what itams w	ill be coded to this account &/or calculation	on of annual total:		
	nt to U of S Student		on or annual total.		
Total for th				5,000	

Account #:	165-4280-00	Account Name/Dept:	Sponsorship Revenue-S. S-Welcome Week
			t &/or calculation of annual total:
		ek from various participants	
Total for t	ne year:		27,000
A	165 5000 00	Account Name / Dont	Advantising Evenes C.C. Walsoms Wash
Account #:	165-5000-00	Account Name/Dept:	Advertising Expense-S.S-Welcome Week
Detail/An	alysis of what items v	will be coded to this accoun	t &/or calculation of annual total:
Print and	l Social Media advert	tising.	
Total for t	the year:		350
Account #:	165-5220-40	Account Name/Dent	Entertainment Live Expense-S.S-Welcome Week
Account #.	103-3220-40	Account Name/Dept.	Entertainment Live Expense-3.3-Welcome Week
Detail/An	alysis of what items	will be coded to this accoun	t &/or calculation of annual total:
Bands, D	Js, riders, productior	n and stage.	
Total for t	he year:		6,500
Account #:	165-5240-00	Account Name/Dept:	Equipment Maint. Expense-S.S-Welcome Week
Detail/An	alvaia of what itama	will be ended to this accoun	t 9 for coloulation of annual totals
Facilities	alysis of what items t	will be coded to this account	t &/or calculation of annual total: 6,400
	n Rentals (tents, toil	ets) Budget Porta Storage	7,800
	Prive In (projector and		1,000
Total for t	he year:		15,200
Account #:	165-5390-00	Account Name/Dept:	Licenses Expense-S.SWelcome Week
Detail/An	alvsis of what items v	will be coded to this accoun	t &/or calculation of annual total:
	of Carless Drive In		
Total for t			350
A 4 41	445 5500 00	A a a a sund N a sea a /D	Danie Marshandia Fursia Walania W. I
Account #	145-5500-00	Account Name/Dept:	Promo Merchandise Expense-Welcome Week
Detail/An	alysis of what items v	will be coded to this accoun	t &/or calculation of annual total:
		ts, and Welcome Week.	
Total for t	he year:		3,500

Account Name/Dept: PT Salaries Expense- S.S.-Welcome Week

Account # 165-5550-00

Student Crew for overnight security & odd jobs.  Total for the year: 1,000	Detail/Analysis of what items will be coded to this account &/or calculation	of annual total:
Total for the year: 1,000	Student Crew for overnight security & odd jobs.	
	Total for the year:	1,000

Account #:	330-4295-00	Account Name/Dept:	Crew Revenue-S.S-S	tud. Crew/Safewalk
<b>D</b> ( ));				
		e coded to this account &/or calculation		
		charged out as follows: USSU \$13/hr,		
		business \$14/hr, Off Campus Groups		<del></del>
		018 and estimated up to April with inc	reased rates in effect.	40.040
Total for the	year:			43,940
Account #:	330-5000-00	Account Name/Dept:	Advertising Expense	-S.S Stud. Crew/Safewalk
		•	-	
		coded to this account &/or calculation	n of annual total:	
		Safewalk postcards and positions.		
Total for the	year:			1,100
Account #:	330-5090-00	Account Name/Dept:	Computer Maint. Exp.	S.S Stud. Crew/Safewalk
D - 1 - 11/A 1			- of accessed totals	
		e coded to this account &/or calculation	1 ot annual total:	
	dule #2 - Included in Ad	וווווו		-
Total for the	year:			
Account #:	330-5200-00	Account Name/Dept:	Depreciation Expense	e-S.S-Stud. Crew/Safewalk
Detail/Apolyo	eis of what items will be	a coded to this account 8 for coloulation	of annual total	
As per Sched		coded to this account &/or calculation	ı uı alılıual (Ulal.	
				100
Total for the	year.			100
Account #:	330-5240-00	Account Name/Dept:	Equip. & Equip. Maint	t. ExpS.S-Stud. Crew/Safew
Dotail/Analys	sic of what itoms will be	coded to this account &/or calculation	of annual total:	
		d service agreement for 2 Safewalk/St		
		service agreement for 2 Safewark/St	uuent.	250
Total for the	year.			200
Account #:	330-5350-00	Account Name/Dept:	Janitorial Expense-S.	S-Stud. Crew/Safewalk
Detail/Analys	sis of what items will be	coded to this account &/or calculation	of annual total.	
As per Sched				
Total for the				5,510
. 500, 101 010				
Account #:	330-5430-00	Account Name/Dept:	Office & General Exp	ense-S.S-Stud. Crew/Safewa
Detail/Analys	sis of what items will be	coded to this account &/or calculation	of annual total.	
	es as needed.	. 33434 to trilo account wor calculation	. or armaar total.	
Total for the				180
Total for the	year.			100
Account #:	330-5510-00	Account Name/Dept:	Repairs & Maint. Expo	ense-S.S-Stud. Crew/Safewa
Detail/Analys	sis of what items will be	e coded to this account &/or calculation	n of annual total:	
	dule #5 -Included in Fac			-
Total for the				
. Juli 101 tile	, ວິດ			

Account #:	330-5550-00	Account Name/Dept:	Salaries, Wages & Ben. Ex	pS.SStud.Crew/Safew
Detail/Analys	is of what items will be o	oded to this account &/or calculation	of annual total:	
		eek in Sept and Jan, and 20hrs/weel		13.736
				13,730
	_	d ending in April. (Includes office hou		40 104
		on actual to December 31, 2018 an	d estimated up to April.	40,194
Total for the y	/ear:			53,930
Account #:	330-5580-00	Account Name/Dept:	Staff Welfare/Apprec. Exp.	-S.S-Stud. Crew/Safewall
Detail/Analys	is of what items will be c	oded to this account &/or calculation	of annual total:	
Year-end eve	ent @ \$15/volunteer (Bas	sed on 15 volunteers)		225
Total for the y	/ear:		L	225
Account #:	330-5630-00	Account Name/Dept:	Telephone Expense-S.S-S	tud. Crew/Safewalk
Detail/Analys	is of what items will be c	oded to this account &/or calculation	of annual total:	
		on actuals to December 31,2018 and		
Total for the				444
Account #:	330-5640-00	Account Name/Dept:	Training Expense-S.SStu	d. Crew/Safewalk
Detail/Analys	is of what items will be c	oded to this account &/or calculation	of annual total:	
Bystander Int	ervention and other cour	rses that may be valuable.		200
To cover any	costs associated with pr	roviding courses such as:		
VOTO O MAG				300
VOIR @ \$10	/pp (Based on 15 volunt	eers)		
Total for the		eers)		500
Total for the y			Uniforms Expense-S.S-Stu	500
Account #:  Detail/Analys	/ear: 330-5670-00 is of what items will be co	Account Name/Dept: oded to this account &/or calculation		500
Account #:  Detail/Analys Student Crew	year:  330-5670-00  is of what items will be content to the content of the conten	Account Name/Dept: oded to this account &/or calculation		d. Crew/Safewalk
Account #:  Detail/Analys Student Crew	year:  330-5670-00  is of what items will be content to the content of the conten	Account Name/Dept: oded to this account &/or calculation		500
Account #:  Detail/Analys Student Crew Total for the y	year:  330-5670-00  is of what items will be content to the content of the conten	Account Name/Dept:  oded to this account &/or calculation Safewalk.		d. Crew/Safewalk
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys	year:  330-5670-00  is of what items will be control to the contro	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation	of annual total:  Volunteer Apprec. Expense of annual total:	d. Crew/Safewalk
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys USSU Gift Ca	330-5670-00 is of what items will be control to the	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:	of annual total:  Volunteer Apprec. Expense of annual total:	d. Crew/Safewalk  500  e-S.S-Stud. Crew/Safewa
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys	330-5670-00 is of what items will be control to the	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation	of annual total:  Volunteer Apprec. Expense of annual total:	d. Crew/Safewalk
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys USSU Gift Ca Total for the y	330-5670-00 is of what items will be control to the	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation d on points accumulated for hours vo	of annual total:  Volunteer Apprec. Expense of annual total:	d. Crew/Safewalk  500  e-S.S-Stud. Crew/Safewa
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys USSU Gift Ca Total for the y  Account #:  Detail/Analys	330-5670-00 is of what items will be content and jackets for some services:  330-5710-00 is of what items will be content and for volunteers based over:  330-5690-00 is of what items will be content and some services:	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation d on points accumulated for hours vo	of annual total:  Volunteer Apprec. Expense of annual total: lunteered.  Utilities Expense-S.S-Stud.	d. Crew/Safewalk  500  e-S.S-Stud. Crew/Safewa
Account #:  Detail/Analys Student Crew Total for the y  Account #:  Detail/Analys USSU Gift Ca Total for the y	330-5670-00 is of what items will be content and jackets for some services.  330-5710-00 is of what items will be content and jackets for some services.  330-5710-00 is of what items will be content and jackets for some services.	Account Name/Dept:  oded to this account &/or calculation Safewalk.  Account Name/Dept:  oded to this account &/or calculation d on points accumulated for hours vo  Account Name/Dept:	of annual total:  Volunteer Apprec. Expense of annual total: lunteered.  Utilities Expense-S.S-Stud.	d. Crew/Safewalk  500  e-S.S-Stud. Crew/Safewa

\_\_\_\_

Account #:	350-5000-00	Account Name/Dept:	Advertising Expe	nse-Women Cntr.
_				
	-	vill be coded to this account &/or c		otal:
		Centre postcards, promotional ma	aterial for the Centre	
		and workshop advertising.		
Total for t	he year:			1730
Account #:	350-5090-00	Account Name/Dept:	Computer Maint.	Expense-Women Cntr.
Dotoil/An	alvaia of what itoma w	vill be ended to this appount 8 for a	algulation of annual t	otal:
	dule #2 - Included in	vill be coded to this account &/or c	alculation of annual t	otal.
Total for t				_
Total for t	nie year.			
Account #:	350-5110-00	Account Name/Dept:	Condoms Expen	se-Women Cntr.
Deteil/Am	alvaia af what itama v	ill be added to this assert 9/or a	alaulation of annual t	atal.
		vill be coded to this account &/or c s, female condoms, and tampon a		olai.
for the ye	· •	s, lemale condoms, and tampon al	nu pau purchases	
Total for t				400
Total for t	nie year.			400
Account #:	350-5120-00	Account Name/Dept:	Conferences Exp	ense-Women Cntr.
		•		
Detail/Ana	alysis of what items w	vill be coded to this account &/or c	alculation of annual t	otal:
Cost for 0	Coordinator to attend	relevant conferences or seminars	i.	
Total for t	he year:			100
Account #:	350-5200-00	Account Name/Dept:	Depreciation Exp	ense-Women Cntr.
		•	'	
Detail/Ana	alysis of what items w	vill be coded to this account &/or c	alculation of annual t	otal:
Per Sche	dule #3			
Total for t	he year:			421
A	250 5240 00	Account Name / Dents	Faulia 9 Faulia N	laint Europea Waman Cat
Account #:	350-5240-00	Account Name/Dept:	Equip. & Equip iv	laint. Expense-Women Cnt
Detail/Ana	alysis of what items w	vill be coded to this account &/or c	alculation of annual t	otal:
To cover	costs of any equipme	ent needs for the year.		
Total for t	he year:	•		200
Account #:	350-5250-00	Account Name/Dept:	Events/Speakers	Expense-Women Cntr.
Dotoil/A	alvois of what itams	vill be ended to this associate 9 /or a	algulation of annual t	otal:
	-	vill be coded to this account &/or c s that take place during the year.		olai.
		, V-day, Dec 6 Memorial, Internati		
		ual Assault Awareness Week, and		
	by the new coordinato		, outor ovorito	
Total for t		4.		2,250
i Otal IOI t	ino year.			2,200

ccount #:	350-5350-00	Account Name/Dept:	Janitorial Expens	e-Women Cntr.
Detail/Ana	alysis of what items v	vill be coded to this account &/or o	alculation of annual t	otal:
Per Sched	dule #4			
Total for t	he year:			2,365
ccount #:	350-5400-00	Account Name/Dept:	Meeting Expense	e-Women Cntr.
Detail/Ana	alysis of what items v	vill be coded to this account &/or o	alculation of annual t	otal:
Meeting e	xpense is for outread	ch and networking.		
Total for t	he year:			80
ccount #:	350-5430-00	Account Name/Dept:	Office & General	Expense-Women Cntr.
Detail/Ana	alysis of what items v	vill be coded to this account &/or o	alculation of annual t	otal:
	•	cartridges, filing supplies, busines		
name tags	·		, <u> </u>	
Total for t				300
	•	Account Name/Dept:	•	nance Expense-Women
	dule #5 - Included in	Facilities		
Total for t	he year:			-
ccount #:	350-5550-00	Account Name/Dept:	Salaries, Wages	& Benefits ExpWomen (
		vill be coded to this account &/or o		otal:
		99% time (15 hrs/week) for May	July.	
	•	gust through April 30.		
Total for t	ra (Dec and Apr) he year:			17,528
ccount #:	350-5580-00	Account Name/Dept:	Staff Welfare/App	orec. Expense-Women Ci
Detail/Ana	alveis of what items v	vill be coded to this account &/or o	alculation of annual t	otal·
	-	eer (Based on 30 volunteers).	a.caiation of annial t	
Total for t		,		450
ccount #:	350-5600-00	Account Name/Dept:	Subscriptions Ex	pense-Women Cntr.
	-	vill be coded to this account &/or c	alculation of annual t	otal:
	bscriptions & purcha	•		
Bust, Bitc	h, Herizon,Shameles	s, Colorlines, Briarpatch, Harper's	i.	

Total for t	he year:		200
Account #:	350-5630-00	Account Name/Dept:	Telephone Expense-Women Cntr.
Detail/Ana	alvsis of what items w	ill be coded to this account &/or o	alculation of annual total:
	telephone hardware.		
Total for t	he year:		636
Account #:	350-5640-00	Account Name/Dept:	Training Expense-Women Cntr.
Detail/Ana	alvsis of what items w	ill be coded to this account &/or c	alculation of annual total:
	•	each), (15 @ \$10 each)	400
	•	erson x 4 Volunteers for each se	ssion 1000
Other train	ning opportunities.		200
Total for t	he year:		1,600
Account #:	350-5710-00	Account Name/Dept:	Volunteer Appreciation Expense-Women Cntr.
Detail/Ans	alveis of what items w	ill be coded to this account &/or c	
	•	based on points accumulated fo	
Total for t		bacca cir pointe accumulatea ic	860
Account #:	350-5690-00	Account Name/Dept:	Utilities Expense-Women Cntr.
Detail/Ana	alysis of what items w	ill be coded to this account &/or c	alculation of annual total:
Per Sched	•		
Total for t	he year:		5,415

	360-4005-00	Account Name/Dept:	Banner Stand Revenue-XL Design
Detail/Ana	alysis of what items will	be coded to this account &/or calc	ulation of annual total:
Based on	actual revenue to Dece	ember 31, 2018 and estimated up t	o April.
Total for th	ne year:	·	20,201
Account #:	360-4005-00	Account Name/Dept:	Binding Revenue
Detail/Ana	alysis of what items will	be coded to this account &/or calc	ulation of annual total:
Based on	actuals to December 3	1, 2018 and estimated up to April.	
Total for th	ne year:		10,227
Account #:	360-4060-00	Account Name/Dept:	Color Copy Revenue-XL Design
Detail/Ana	alysis of what items will	be coded to this account &/or calc	ulation of annual total:
		ember 31, 2018 and estimated up t	
Total for th	ne year:		205,356
Account #:	360-4150-00	Account Name/Dept:	Finishing Revenue
D : ( : '1/A : : :	Late of Battleson 90	•	<u> </u>
	-	be coded to this account &/or calc	
•		ember 31, 2018 and estimated up t	17,904
Total for th	ie year.		17,304
Account #:	360-4170-00	Account Name/Dept:	Laminating Revenue
	-	be coded to this account &/or calc	
Total for th			7,827
Account #:	360-4200-00	Account Name/Dept:	Outsourcing Revenue-XL Design
	Late of Baltinas 90	·	
Doto:I/Ano		he anded to this assessmt 0 for sale	
	•	be coded to this account &/or calc	
Based on	actual revenue to Dece	be coded to this account &/or calc ember 31, 2018 and estimated up t	o April.
	actual revenue to Dece		
Based on Total for th	actual revenue to Dece		o April.
Based on Total for the	actual revenue to Dece ne year: 360-4215-00	ember 31, 2018 and estimated up t  Account Name/Dept:	Plotter Revenue-XL Design
Based on Total for the Account #: Detail/Ana	actual revenue to Dece ne year: 360-4215-00 alysis of what items will	ember 31, 2018 and estimated up t	Plotter Revenue-XL Design ulation of annual total:
Based on Total for the Account #: Detail/Ana	actual revenue to Decene year:  360-4215-00  alysis of what items will actual revenue to Dece	Account Name/Dept: be coded to this account &/or calc	Plotter Revenue-XL Design ulation of annual total:
Based on Total for th  Account #:  Detail/Ana Based on	actual revenue to Dece ne year:  360-4215-00  alysis of what items will actual revenue to Dece ne year:	Account Name/Dept:  be coded to this account &/or calcember 31, 2018 and estimated up to the code of t	Plotter Revenue-XL Design  ulation of annual total: O April.  131,830
Based on Total for the Account #:  Detail/Ana Based on Total for the	actual revenue to Decene year:  360-4215-00  alysis of what items will actual revenue to Dece	Account Name/Dept: be coded to this account &/or calc	Plotter Revenue-XL Design ulation of annual total:
Based on Total for the Account #:  Detail/Ana Based on Total for the Account #:	actual revenue to Decene year:  360-4215-00  Alysis of what items will actual revenue to Decene year:  360-4330-00	Account Name/Dept:  be coded to this account &/or calcember 31, 2018 and estimated up to the code of t	Plotter Revenue-XL Design  ulation of annual total: to April.  131,830  Typesetting Revenue-XL Design

Total for th	ne year:		8,775
Account #:	360-5000-00	Account Name/Dept:	Advertising Expense-XL Design
Full-page	Survival Calendar, so including a conferenc	Il be coded to this account &/or calcucial media ads and promotional e back drop, pens, and paper pads.	lation of annual total:  2,950
Account #:	360-5030-00	Account Name/Dept:	Bank Charges Expense-XL Design
This is a p	ercentage base charge actual expense to De	Il be coded to this account &/or calcu ge for debit/credit card sales. cember 31, 2018 and estimated up to	
Account #:	360-5040-00	Account Name/Dept:	Banner Stand Expense-XL Design
	cost of banner stand	Il be coded to this account &/or calcustant sand materials. They are at 25% of	
Account #:	360-5090-00	Account Name/Dept:	Computer Maint. Expense-XL Design
As per Sch	hedule #2 - Included i Creative Cloud Compl ages Pro	Il be coded to this account &/or calcunt Admin ete, FMS/Files (Server)	lation of annual total:  0 1,241 600 1,168 3,008
Account #:	360-5170-10	Account Name/Dept:	Copier-Paper Expense-XL Design
Detail/Ana	alysis of what items wi 16.5% of Colour Cop	Il be coded to this account &/or calcu	
Account #:	360-5170-15	Account Name/Dept:	Copier-Service Expense-XL Design
	expense for 'click' chase.	II be coded to this account &/or calcu arges on the copier. It is estimated a	
Account #:	360-5200-00	Account Name/Dept:	Depreciation Expense-XL Design

Total for the	year:			8,887	
Account #:	360-5240-00	Account Name/Dept:	Equip. & Equ	uip MaintXL Design	
Detail/Analy	reis of what items will	be coded to this account &/or cal	lculation of annual to	ntal·	
		ment not covered under service.		ntai.	
		blade sharpening, and other item			
Total for the	year:			3,700	
Account #:	360-5215-00	Account Name/Dept:	Finance Exp	ense-XL Design	
Detail/Analy	sis of what items will	be coded to this account &/or cal	lculation of annual to	ntal·	
	arge on lease of Colo				
Total for the	-			3,396	
Account #:	360-5290-00	Account Name/Dept:	Freight- XL [	Design	
Detail/∆nalv	sis of what items will	be coded to this account &/or cal	lculation of annual to	ntal:	
		per and other supplies.	icalation of annual to	Tion.	
Total for the				<del></del>	
Total for the	year:			3,000	
Account #:	360-5355-00	Account Name/Dept:	Lease Opera	ating- XL Design	
Account #: _Detail/Analy	360-5355-00	be coded to this account &/or cal	•	ating- XL Design	
Account #:  Detail/Analy  Lease costs	360-5355-00  sis of what items will for the two Ricoh pr	be coded to this account &/or cal	•	ating- XL Design	
Account #: _Detail/Analy	360-5355-00  sis of what items will for the two Ricoh pr	be coded to this account &/or cal	•	ating- XL Design	
Account #:  Detail/Analy  Lease costs  Total for the	360-5355-00  sis of what items will for the two Ricoh pr	be coded to this account &/or cal	lculation of annual to	ating- XL Design	
Account #:  Detail/Analy  Lease costs  Total for the  Account #:	360-5355-00  rsis of what items will for the two Ricoh pr year:  360-5430-00	be coded to this account &/or cal inters at XL.	lculation of annual to	eting- XL Design  otal:  20,928  Expense- XL Design	
Detail/Analy Lease costs Total for the  Account #:  Detail/Analy	360-5355-00  This is of what items will for the two Ricoh property year:  360-5430-00  This is of what items will items.	be coded to this account &/or cal inters at XL.  Account Name/Dept:	lculation of annual to  Laminating E	eting- XL Design  otal:  20,928  Expense- XL Design	
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of revenue	).		
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Account #:	360-5455-00	Account Name/Dept:	Plotter Expenses-XL Design
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	•	enue. This covers ink cartridges, pa	
Total for th	ne year:	-	27,684
Account #:	360-5510-00	Account Name/Dept:	Repairs & Maint. Expense-XL Design
	•	be coded to this account &/or calc	ulation of annual total:
Misc. Rep			
Total for th	ne year:		300
Account #:	360-5550-00	Account Name/Dept:	Salaries, Wages & Benefits Expense-XL Design
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Total for th	Vages & Benefits for F	T and PT employees.	138,369
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Account #: 181-4160-00	Account Name/Dept: Interest Revenue-Place Riel
Detail/Analysis of what items wi Based on actual from 2017-201 Total for the year:	Il be coded to this account &/or calculation of annual total:  8.
Account #: 181-4300-00	Account Name/Dept: Infrastructure Revenue-Place Riel
-	Il be coded to this account &/or calculation of annual total: g the year plus interest and bank charges.  1,228,778
Account #: 181-5030-00	Account Name/Dept: Bank Charges Expense-Place Riel
Detail/Analysis of what items wi Based on actual from January - Total for the year:	December, 2018.  104,618
Account #: 181-5200-00	Account Name/Dept: Depreciation Expense-Place Riel
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	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29	Jan 3	Jan 10	Jan 17 Jan 24	Feb 7 Feb 14	Feb 28	Mar 7	
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	Р	Р	R	Р	Р	Р	Р	P P	P P	Р	Р	
Albert, Mike	P	Р	P	R	Р	Р	Α	Р	Р	Р	Р	P P	P P	Р	Р	
Aman, Mike	P	Р	Р	Р	R	Р	Р	R	Р	R	Р	P P	P R	Р	Р	
Andraos, John	P	Р	R	R	R	Р	Р	RESIGNED								
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	P P	P P	Р	Р	
Bell, Jamie	NYA	NYA	NYA	NYA	R	P	P	P	P	P	P	P P	P P	P	P	
Bird, Kaitlin	NYA	NYA	NYA	NYA	P	P	P	P	P	R	Р	P P	P P	P	P	
Dear, Seth	NYA	NYA	NYA	NYA	P	P	P	P	P	R	R	R R	R R	R	R	
Dierker, Meaghan	P	Р	Р	Р	Р	Р	Р	Р	R	Р	Р	R P	P P	Р	Р	
Flynn, Amy	P	Р	P	Р	R	P	P	P	P	Р	Р	P P	P P	Р	R	
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	Р	R	R P	R R	Р	R	
Halvorson, Jonathan	NYA	NYA	NYA	NYA	P	P	P	R	Р	Р	Р	P P	P P	Р	P	
Han, Yifan	P	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	P P	P P	Р	Р	
Keller, Ryne	NYA	NYA	NYA	NYA	P	P	R	P	R	R	Р	R R	P R	Р	R	
Klassen, Lauren	P	P	P	P	P	R	P	P	P	Р	Р	P P	P P	R	P	
Kobes, Brent	P	Р	P	P	P	P	P	P	Р	Р	Р	P P	P P	Р	P	
Koh-Steadman, Noah	R	Р	P	Р	R	Р	R	A	Р	R	Р	P P	P P	Р	Р	
Liu, Serena	NYA	NYA	NYA	NYA	P	P	P	P	R	Р	Р	R R	P R	R	P	
Moellenbeck, Sheldon	P	P	P	Р	P	P	P	P	P	Р	Р	P P	P P	P	P	
Munoz Pimentel, Carlos	P	P	P	Р	P	P	P	P	P	P	P	P P	P P	R	P	
Reaser, Jacob	P	Р	P	Р	R	Р	Р	Р	R	Р	Р	P P	P R	Р	Р	
Rosas, Erick	P	R	P	R	P	R	RESIGNED									
Simons, Gabe	P	Р	Р	R	Р	Р	Р	Р	Р	Р	Р	P P	P P	R	Р	
Thomson, Emma	P	Р	Р	Р	P	Р	Р	Р	R	Р	Р	R P	P R	Р	Р	
Wu, Rose	P	Р	Р	Р	Р	Р	Р	Р	Р	Р	R	P P	P P	Р	Р	
P - Present; R - Regrets; A - Absence; N	YA - Not Yet Appointe	d; NM - No Mee	eting													

# University Students' Council Agenda March 21, 2019 Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda
- 2. Introductions
- 3. Council Addresses
  - 3.1 Farm the Sun Solar Panels for the MUB
- 4. Minutes and Reports for Information
  - 4.1 USC Minutes March 14, 2019
  - 4.2 Executive Committee March 18, 2019
  - 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 March 5, 2019
  - 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. Other Business
- 8. Questions, Comments, and Announcements
- 9. Adjournment

# University Students' Council Minutes for Thursday, March 14, 2019

## Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Rose Wu, VP Student Affairs Mike Albert, Law Mike Aman, Engineering Meaghan Dierker, Agriculture & Bioresources Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Gabe Simons, Edwards School of Business Emma Thomson, WCVM Noah Koh-Steadman, Engineering Akinwande Akingbehin, International Students Jamie Bell, Edwards School of Business Kaitlin Bird, Indigenous Students Jonathan Halvorson, Arts & Science Ryne Keller, Agriculture & Bioresources Lauren Klassen, Education

## Also present

Sheldon Moellenbeck, Chairperson Caroline Cottrell, General Manager Amanda Mitchell, Controller

# Regrets

Seth Dear, Nursing Lauren Fraess, Nursing Serena Liu, Dentistry

#### Absent

## Guests

Regan Ratt-Misponas, ISC

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

## 1. Adoption of the Agenda

Chairperson Moellenbeck 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.

Councillor Aman requested to add 7.1 Discriminatory Language Policy.

Move to adopt the amended agenda.

**USCMotion071**: Councillor Koh-Steadman/President Baldhead

Carried

#### 2. Introductions

President Baldhead introduced Amanda Mitchell, USSU Controller.

#### 3. Council Addresses

- 4. Minutes and Reports
  - 4.1 **USC Minutes March 7, 2019**
  - 4.2 Executive Committee March 11, 2019

# 5. Motions Arising from Minutes and Reports

Motion to accept minutes and reports into the official record.

**USCMotion072:** VP Kobes/Councillor Aman

Carried

#### 6. Business

## **6.1 USSU Budget Presentation**

VP Kobes noted that within the Operating Budget for next year there is a slight increase in the Administration line in comparison to a decrease in other lines. This is because a few office and administrative items have been moved into the Administration line from other lines in the budget. VP Kobes noted that there are a small amount of capital expenditure projects planned for this year. Overall, the USSU is in a good position with a projected budget surplus of \$113,843.00. VP Kobes noted that within capital expenditures, the USSU is looking at \$41,840.19 worth of capital expenses. This includes 5 iMacs, a commercial automatic scrubber used to clean Place Riel, and new sound equipment for North Concourse events. There are some expenses for Louis': a deep fryer and a charbroiler, and sound equipment. There are three expenses for XL Design: a pouch laminator, a tabletop electric punch, and a hand paper drill. All of these expenditures add up to \$7,000 less than last year. VP Kobes noted there has been a significant increase in utilities from last year. He noted that there is a price-sharing agreement with tenants in Lower Place Riel as some tenants use more electricity than others. VP Kobes said that

there were a lot of additional costs historically during Place Riel renovations, however the USSU is conservative with budgeting. He said that he has been able to calculate that the USSU has given about \$124,840.00 every year to student groups. 40% of this is through grant money, and the rest is from Pepsi money, Louis' room rental, plasma advertisements, etc.

Councillor Koh-Steadman asked what VP Kobes' favourite line in the Budget is?

VP Kobes said his favourite line in the budget is 130-5310-00. This is the Campus Groups line.

Councillor Koh-Steadman asked what VP Kobes' least favourite line is?

VP Kobes said he loves all budget lines equally except for the Campus Groups line.

Councillor Flynn asked about the large increase to money budgeted for XL Print & Design?

VP Kobes said that XL Print & Design has been particularly profitable in the last few years due to a volatile printing market in Saskatchewan. With increasing profits comes an increase in advertising.

Councillor Akingbehin asked if XL Print and Design could increase the discount for students?

VP Kobes said that he would bring this idea back to Jason Kovitch, the USSU Business & Services Manager.

Councillor Simons asked why the Louis' MUB cost is going up?

VP Kobes said that the Louis' MUB cost is the facilities cost for running Louis'. This would include utilities and janitorial. He noted that there has been an agreement made with the janitorial staff and there must be a salary increase there.

Councillor Simons asked if the entire cost of running the MUB and Louis' is \$200,000?

VP Kobes asked Amanda Mitchell for clarification.

Move to give Amanda Mitchell speaking rights.

**USCMotion073**: Councillor Koh-Steadman/Councillor Munoz-Pimentel

Carried

Amanda Mitchell said that the difference between the Louis' line and the Louis' MUB line is that the Louis' MUB line consists of costs that cannot be controlled. The two lines together are running a deficit.

Councillor Simons said that for Louis' to be self-sustaining, the line above would have to be at \$169,000?

Amanda Mitchell confirmed this.

Councillor Simons asked if VP Kobes sees this moving closer to a net zero rather than a net loss in the upcoming years?

VP Kobes said that the Louis' managers have done a good job of managing labour costs and are currently running a surplus. He said it is important to note that the venue of Louis' contributes significantly to student events and experiences on campus. A large number of students are employed at Louis'.

Councillor Klassen asked on behalf of one of her constituents where the revenue from Louis' goes?

VP Kobes said that Louis' does not currently produce revenue.

GM Cottrell noted that the Facilities line is a positive line. The Budget is broken down departmentally so that it can be monitored. When looking at the Budget globally, the USSU is running a \$113,000 surplus this year. She said that it is not a quid pro quo that facilities supports Louis'. However, USC has had this discussion often about the value of Louis' to the student experience, largely because of its role for campus clubs. She doesn't see a place in the near future where Louis' will turn a large profit. It is important to recognize Louis' is really busy for about 6 months of the year, but during the summer months, when there are fewer students on campus, it is less busy and the USSU backfills with weddings.

Councillor Akingbehin asked if there is a way to improve the campus club funding system?

VP Kobes said that part of his duty is preparing for an audit. Part of his role right now is making FileMaker more efficient. He noted that no large scale changes will be happening under his watch, but this could change with his successor.

Member Ratt-Misponas asked if equitable funding would include equitable funding to constituency groups that do not have access to funding themselves?

VP Kobes said that he has no plans to change the model as his term is almost over, but he would like to give this opportunity to his successor to change the model as they may wish.

GM Cottrell noted that the USSU has decreased the overall percentage of money to salaries by 4% by last year. This year, it takes 50% of revenues. The norm in non-profits is around 70%. She noted that the USSU has employed more students.

Carried

#### 7. Business

## 7.1 Discriminatory Language Policy

Councillor Aman noted that he is drafting a policy with the purpose of providing a more concrete definition of things like homophobia, Islamophobia, anti-Semitism, etc. He said the policy is important to distinguish what discriminatory language is and to be able to call it out when it arises. He noted that discrimination based on race, religion, gender, etc. is already illegal under Canadian law and prohibited by the USSU Bylaw. However, this policy would help reaffirm the USSU's commitment to inclusion and help to call out discriminatory actions. He noted that hate crimes rose in 2017 by 47%. He noted that, while freedom of speech must be protected, not all speech is appropriate or acceptable within society. The intent of this policy is not to inhibit free speech, but to identify concrete definitions of hate speech on campus. Councillor Aman's plan is to draft a policy and then present it to the Student Affairs Committee. After this, it can be presented to USC for a vote. He asked if there are a few Councillors who would help him draft policy? Currently, the Saskatchewan Human Rights Commission and the Canadian Institute of Jewish Affairs have offered to assist

VP Wu asked if he has plans to include minority groups in the discussions of policy drafting?

Councillor Aman said he wants to include as many groups as possible, but also recognizes the limits to reaching out to everyone. He said if he had more time to draft this policy, he would be able to do more with it.

Councillor Klassen asked if Councillor Aman would want to collaborate with the Pride Centre and Women's Centre Coordinators?

Councillor Aman said that is a great idea. He will reach out to them.

Member Ratt-Misponas offered his help to Councillor Aman in drafting this policy. He will ask other Indigenous students if they are interested.

Councillor Akingbehin offered his help to Councillor Aman and commended the idea. He asked how Councillor Aman intends to defend this policy against free speech arguments?

Councillor Aman said that this policy is not going to create any regulations on what can or cannot be said. It will provide guidelines as to how to deal with discriminatory language and label it as such.

Councillor Akingbehin asked if the draft would need to be completed by the end of this month?

Councillor Aman said that this is his hope. He would like it to be voted on by the end of this year.

## 8. Questions, Comments, and Announcements

VP Wu announced that Global Village is happening tonight until 9pm in Louis' and Louis' Loft.

President Baldhead announced that he is still looking for two members to race at the Sask ATF Meet.

VP Wu announced that tomorrow is Farmers Market, Clothing Swap, and Zero-Waste Workshop.

Member Ratt-Misponas asked if the Clothing Swap includes childrens clothing?

VP Wu said that it does include childrens clothing.

VP Kobes announced that the Executive will be travelling to Regina next week for the Provincial Budget.

Councillor Munoz-Pimentel noted that next Thursday there is a Karaoke Night at Louis'.

Councillor Reaser said that Saturday, March 16, the University Jazz Ensemble is performing at Quance Theatre. Tickets are \$10 for students.

## 9. Adjournment

# **Executive Meeting Minutes for March 18, 2019**

Present: VP Kobes, VP Moellenbeck, VP Wu, GM Cottrell, Kylie Phillips

Absent: President Baldhead

## 1. Call to order

The meeting was called to order at 9:05 a.m.

## 2. Quorum

Quorum was present.

## 3. Roundtables:

## **President Baldhead:**

Meetings/Events:

Initiatives:

Event Plans in Progress:

## **VP Kobes:**

Meetings/Events:

Financial Review

**BFC** 

Planning & Priorities

Provost IPA Search Committee

Parks Canada Student Club Insurance Meeting

Fee Review Committee

Association of Francophone Student Club

Global Village

Initiatives:

None

Event Plans in Progress:

None

## **VP Moellenbeck:**

Meetings/Events:

Two ADOs

Two new grievances

Student Forum

Nancy Turner re: homework systems brief

VP Karen Chad

Initiatives:

None

Event Plans in Progress:

**EIE Award Ceremony** 

## VP Wu:

Meetings/Events:

Executive

**BFC** 

**USC** 

Accountabilities

Shannon - Alumni

Student Forum

**GSC** Interview

Global Village

Anu re: ODFS cheque

Farmers' Market, Clothing Swap, Zero-Waste Workshop

Peggy re: Sustainability fund logistics

Initiatives:

Residence Rate Proposal

**Anti-Racism Posters Logistics** 

Event Plans in Progress:

Anti-Racism Event

#### 4. Business

## 4.1 End of Term

GM Cottrell noted that it is coming up to the end of the current USSU Executives' terms. She needs the Executive to sort out data for their last payroll regarding remaining vacation time and EDOs.

# 4.2 Budget

VP Kobes thanked everyone for passing the USSU Budget at University Students' Council last Thursday. He noted that the Provincial Budget is on Wednesday. The Executive will be going to the Saskatchewan Legislature and they have a vehicle rented. The Budget presentation begins at 1:30 p.m. VP Moellenbeck asked if they can leave at 9 a.m.? VP Kobes said this is fine. VP Kobes noted that he has tried to set up a meeting with Carla Beck, the Critic for Advanced Education, but he has not heard back. He will follow up this week before leaving on Wednesday. He asked if there is an interest from the Executive in lobbying Ms. Beck more than they already have? VP Moellenbeck said the only thing he would want to lobby on is online homework systems and right now there is significant progress in this mission. VP Kobes said he does not think the meeting would be entirely necessary right now.

VP Kobes said they will travel home that night. He said that before Wednesday, they should decide if they want to stay for the scrum following the presentation. He asked the Executive to consider whether or not they would want to provide comment to media on the Budget.

## **4.3 UCRU**

VP Moellenbeck said that the Executive received an email from UCRU stating that President Baldhead has not been responsive to their emails. VP Kobes said that over the the summer, Coden Nikbakht was somewhat engaged with the UCRU initiatives. When VP Kobes was interim-President, he had a phone meeting with UCRU. UCRU wanted a lobbying meeting in Ottawa, but when President Baldhead took over, communication with UCRU was lost. VP Moellenbeck wished President Baldhead was at this meeting to develop a plan going forward. VP Moellenbeck suggested including the USSU's relationship and role with UCRU in transition documents for their incoming USSU successors. He wants to let the successors decide on their future plans with UCRU. GM Cottrell suggested that the Executive have a call with the chair of UCRU in order to at least maintain communication. VP Kobes said he thinks it would be smart to have a staff assignment at the USSU for the UCRU initiative they all suggested Jason Ventnor. VP Moellenbeck emailed Owen, the Chair of UCRU, on Friday to apologize for a lack of communication from the Executive and telling him to forward emails to him in the future. He promised to reply to him following this Executive meeting. VP Wu asked if the UCRU April meeting is happening? VP Moellenbeck said he doesn't know.

## 4.4 Food Insecurity Roundtable

VP Wu announced that there are two students completing a capstone project in ENVS 401 who have reached out to her wanting to explore student food insecurity on campus in response to a 2017 study. They are proposing actions for moving forward. They want to hold a roundtable discussion at the end of March with various University of Saskatchewan and USSU staff, students, and faculty. The purpose of this roundtable is to discuss food insecurity. VP Wu thinks that it is smarter to send Jillian Rogers, the Food Centre Coordinator, to this meeting, as she is more informed about the issue than the Executive. VP Moellenbeck said it sounds like they are invested in having someone from the Executive there. VP Kobes said that he thinks the issue is that VP Wu does not necessarily have the specialized knowledge to be on this roundtable - this is why the USSU has a Food Centre coordinator. VP Wu said Jillian is attending but they think it is necessary to have further student representation. VP Moellenbeck asked what the purpose of this is? VP Wu said that this is a project for their class. VP Moellenbeck asked what kind of knowledge they want from the student representatives? VP Wu said they just want student representation in general. VP Moellenbeck asked if it is just that they want someone to listen to student concerns? He suggested replying saying it is not VP Wu's specialty but that Jillian is best suited to attend the meeting.

## 4.5 CUPE 1975

VP Moellenbeck said that the Executive has a meeting with Ann Iwanchuk and CUPE 1975 today. VP Kobes said based off of what CUPE has produced to the student body as a whole, their line of argument will likely be that the University has mistreated them and therefore the USSU should support them. VP Kobes thinks that the Executive should say they wish to remain neutral as this is a collective bargaining issue and they will continue to represent all students to the best of their ability. VP Moellenbeck said that CUPE will likely say that if the USSU supports students, the USSU will support CUPE to avoid a labour disruption. GM Cottrell said that there are two kinds of pensions. A defined benefit pension plan means that, when you retire, for the rest of your life, you get a set amount of money on a regular basis until vou die. These pension plans have become unsustainable due to life expectancy. Pensions have shifted to a defined contribution pension plan where the employer matches the money put in by the individual, and then the pension benefits are controlled by the individual upon retirement. This means that the liability is shifted from the organization to the individual. CUPE is the only entire union with a defined benefit pension plan on campus. VP Moellenbeck said he is worried about getting into an argument about what counts as fair compensation. VP Wu clarified that the strike would be to continue with a defined benefit pension plan. GM Cottrell said that is correct. VP Kobes thinks the Executive should be clear that they are a neutral party because it is a collective agreement. Individual members can support the Union as much as they wish and the USSU supports their right to engage as much as they wish. GM Cottrell is going to check to see if student CUPE employees get pension benefits. VP Kobes said that it is important to constantly refocus on the fact that the USSU is not involved in collective bargaining. He said he is pretty sure that CUPE has a rally planned for today.

## 5. Adjournment

The meeting was adjourned at 9:48.

# Budget and Finance Committee Meeting March 5th

- 1. Call to Order 5:08
- Attendance: Reaser SAL, MSC Aman, MSC Bell, MSC Dear, VP Wu, VP Kobes, GM Cottrell. Regrets MSC Koh-Steadman
- 3. Approval of Agenda
  - a. WU / BELL / carried
- 4. Presentations
  - a. Bangladeshi Undergraduate Student Federation
    - Meeting moved to Wednesday at 3:00
- 5. Report of VP
  - a. Funding Requests Approved
    - i. Aero Design \$80.00 XL Credit
    - ii. Ukrainian Students \$90.00 Vinok Making Workshop
  - b. Insurance Sales
    - i. CHESS (chem eng)
    - ii. WCVM Animal Production Club
    - iii. Agros (Denied) event in clavet and transportation was not sufficiently safe.
  - c. Ratifications
  - d. Meetings
    - i. YWIB
    - ii. Deeper Life Campus Fellowship
    - iii. Pre-Med Club
    - iv. Computer Science Student Society
    - v. Korean Canadian Scientists and Engineers
    - vi. Equine Club
  - e. Events
- 6. New Business
- 7. Regular Business
- 8. Funding Requests
  - a. EBSS TBD event is today
  - b. Criminal law
    - i. \$200 cash funding
    - ii. DEAR / AMAN / carried
  - c. Usask games club
    - Must email
  - d. Usask cheerleading
    - i. \$350 in XL funding

- ii. Dear / Reaser / Carried
- iii. Cannot advertise as being apart of huskie athletics
- e. CAMA
  - i. Denied aat limit
- f. SPSS
  - i. \$194 in louis credit
  - ii. Bell / Dear /
  - iii. Ammend the motion to \$400 wu / dear
  - iv. Carried
- g. Bangladeshi language
  - i. \$1000 in total funding
  - ii. Approval pending meeting tomorrow
  - iii. Dear / aman / carried
- h. ASA
  - i. Denied
  - ii. Funding not benefiting all students
- i. Filipino students
  - i. Olympics
  - ii. AMAN / dear / carried
- j. Vegans
  - i. 150 cash 50 in pepsi
  - ii. Aman / reaser / carried
- k. Greystone scholars
  - i. \$300 cash for a coffeehouse
  - ii. Only approve \$275 due to prior funding approval
  - iii. WU / aman / carried
- Debate
  - i. Dear / wu / carried
- m. CHESS (chem eng)
  - i. Can only give them \$206 in cash
  - ii. Aman / dear / carried
  - iii. Going to offer them pepsi funding
  - iv. Motion to pre approve \$194 in pepsi DEAR / aman / carried
- n. Sled dogs
  - i. Aman / dear / carried
- o. CMRS
  - i. Discussion on the knife: they must ensure that the knives are non dangerous.
  - ii. Dear / Aman / Carried

- 9. Questions, Comments, Announcements
  - a. Accountabilities Update (March 12th)
- 10. Adjournment\*

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29	Jan 3	Jan 10	Jan 17 Jan 24	Feb 7 Feb 14	Feb 28	Mar 7	Mar 14	
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	Р	Р	R	Р	Р	Р	Р	P P	P P	Р	Р	Р	
Albert, Mike	P	Р	Р	R	P	Р	Α	Р	Р	Р	P	P P	P P	Р	Р	Р	
Aman, Mike	P	Р	Р	Р	R	Р	Р	R	Р	R	Р	P P	P R	Р	Р	Р	
Andraos, John	P	Р	R	R	R	Р	Р	RESIGNED									
Baldhead, Rollin	NYA	NYA	NYA	NYA	P	P	Р	Р	Р	R	P	P P	P P	Р	Р	Р	
Bell, Jamie	NYA	NYA	NYA	NYA	R	Р	Р	Р	Р	Р	Р	P P	P P	Р	Р	Р	
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	P P	P P	Р	Р	P	
Dear, Seth	NYA	NYA	NYA	NYA	P	P	P	P	Р	R	R	R R	R R	R	R	R	
Dierker, Meaghan	P	Р	Р	Р	Р	Р	Р	Р	R	Р	P	R P	P P	Р	Р	Р	
Flynn, Amy	P	P	P	P	R	P	P	P	P	P	P	P P	P P	P	R	P	
Fraess, Lauren	NYA	NYA	NYA	NYA	P	P	P	P	Р	P	R	R P	R R	P	R	R	
Halvorson, Jonathan	NYA	NYA	NYA	NYA	P	P	P	R	Р	P	P	P P	P P	P	P	P	
Han, Yifan	P	P	P	P	P	P	P	P	Р	P	P	P P	P P	P	Р	P	
Keller, Ryne	NYA	NYA	NYA	NYA	P	P	R	P	R	R	P	R R	P R	P	R	P	
Klassen, Lauren	P	P	P	P	P	R	P	P	Р	P	P	P P	P P	R	Р	P	
Kobes, Brent	P	P	P	P	P	P	P	P	Р	P	P	P P	P P	P	P	P	
Koh-Steadman, Noah	R	P	P	P	R	P	R	Α	Р	R	P	P P	P P	P	Р	P	
Liu, Serena	NYA	NYA	NYA	NYA	P	P	P	P	R	Р	P	R R	P R	R	P	R	
Moellenbeck, Sheldon	P	P	P	P	P	P	P	P	Р	Р	P	P P	P P	P	Р	P	
Munoz Pimentel, Carlos	P	P	P	P	P	P	P	P	Р	Р	P	P P	P P	R	P	P	
Reaser, Jacob	P	Р	Р	Р	R	Р	P	Р	R	Р	Р	P P	P R	Р	Р	Р	
Rosas, Erick	P	R	P	R	Р	R	RESIGNED										
Simons, Gabe	P	Р	P	R	Р	Р	P	Р	Р	Р	P	P P	P P	R	Р	Р	
Thomson, Emma	P	Р	P	P	Р	Р	Р	Р	R	Р	P	R P	P R	P	Р	Р	
Wu, Rose	P	Р	Р	P	Р	Р	P	Р	Р	Р	R	P P	P P	Р	Р	Р	
P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting																	

# **University Students' Council Agenda** March 28, 2019

# **Roy Romanow Student Council Chamber**

- Adoption of an Agenda 1.
- 2. **Introductions**
- **Council Addresses** 3.
  - Special Visit by Former USSU President and former Premier of Saskatchewan, current Chancellor of the University, Roy Romanow
    - **Dawne Warner SECC Employment Coordinator** 3.2
- **Minutes and Reports for Information** 4.
  - 4.1 USC Minutes - March 21, 2019
  - 4.2 **Executive Committee - March 25, 2019**
  - 4.3 **Academic Affairs Committee Minutes and Report**
  - 4.4 **Appointments Committee Minutes and Report**
  - **Code of Ethics Disciplinary Tribunal Minutes and Report** 4.5
  - 4.6 **Elections Committee Minutes and Report**
  - 4.7 **External Affairs Committee Minutes and Report**
  - 4.8 **Budget & Finance Committee Minutes and Report - March 19, 2019**
  - 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**
- **Motions Arising from the Minutes and Reports** 5.
- 6. **Business**
- 7. **Other Business** 
  - 7.1 **Student Representative on University Hiring Committee**
- 8. **Questions, Comments, and Announcements**
- 9. Adjournment

# University Students' Council Minutes for Thursday, March 21, 2019

#### Present

Rollin Baldhead, President Brent Kobes, VP Operations and Finance Rose Wu, VP Student Affairs Mike Aman, Engineering Amy Flynn, Education Yifan Han, Medicine Carlos Muñoz Pimentel, Arts & Science Jacob Reaser, Arts & Science Emma Thomson, WCVM Noah Koh-Steadman, Engineering Akinwande Akingbehin, International Jamie Bell, Edwards School of Business Kaitlin Bird, Indigenous Students Lauren Fraess, Nursing Jonathan Halvorson, Arts & Science Serena Liu, Dentistry

Lauren Klassen, Education

#### Also present

Sheldon Moellenbeck, Chairperson Caroline Cottrell, General Manager

### Regrets

Mike Albert, Law Seth Dear, Nursing Meaghan Dierker, Agriculture & Bioresources Ryne Keller, Agriculture & Bioresources Gabriel Simons, Edwards

#### Absent

#### Guests

Kevin Hudson
Femi Yusuf
Zach Person
Dori Mille
Rod Johnson
Stefanie Ewen, USSU Facilities Manager
Allen Lewis
Ana Cristina Camacho, The Sheaf
Isaac Reaser

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

# 1. Adoption of the Agenda

Chairperson Moellenbeck 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.

VP Kobes requested to move 3.1 additionally into 6.1.

Move to adopt the amended agenda.

**USCMotion075**: VP Kobes/Councillor Munoz-Pimentel

Carried

#### 2. Introductions

President Baldhead welcomed Kevin Hudson, Femi Yusuf, Zach Person, Dori Miller and Rod Johnson. He also welcomed Allen Lewis and Isaac Reaser. He recognized Stefanie Ewen, USSU Facilities Manager, and Ana Cristina Camacho from The Sheaf.

#### 3. Council Addresses

#### 3.1 Farm the Sun

Stefanie Ewen introduced herself as the Facilities Manager for the USSU. She noted that a few years ago, after the Place Riel expansion project, the USSU knew they had to turn their focus back to the Memorial Union Building. Over the years, there has been a lighting retrofit and a window renovation. Sustainability is important to the USSU. Recently, the USSU was approached by Kevin Hudson, the Energy and Emissions Officer on campus, and Farm the Sun, with a proposal on a solar panel project for the MUB. Today, they will be presenting to USC.

Chairperson Moellenbeck asked if there is a motion to retroactively grant speaking rights to guests.

Move to grant speaking rights to Farm the Sun, Stefanie Ewen, Dori Miller and Kevin Hudson.

**USCMotion076**: Councillor Bell/Councillor Munoz-Pimentel

Carried

Femi Yusuf said that last year students from the ENVS 401 class attempted to address the issue of making the University of Saskatchewan more sustainable. Mr. Yusuf said that they decided to engage in discussions with industry experts, campus unions, and attend various workshops. On March 22, 2018, an event was held at Convocation Hall, showcasing their project.

Dori Miller said the new project is a 33 kilowatt installation on the roof of the MUB. It will install 86 solar panels on the roof. There is also an option to install shades on the

roof. This project would produce 39,000 kilowatt hours of electricity per year. This will reduce electricity costs by \$5,400 per year and reduce carbon output by 25 tonnes per year. The total cost for installation is estimated to be about \$100,000, however, there is a \$20,000 rebate available through SaskPower which would bring costs down to \$80,000. She noted that this solar energy system would tie directly into the power grid on campus so there is no need for a power bank. The first step would be to have a structural evaluation undertaken to ensure the MUB roof is suitable for solar panels. A company who has previously done work on the MUB roof is available to complete this evaluation for a fee of \$1,600. A preliminary analysis suggests that the best method would be to replace the slate on the roof.

Mr. Yusuf said that solar power is readily and freely available. Saskatchewan is in a hot spot for great solar potential in Canada. President Stoicheff has committed to sustainable initiatives on campus.

Councillor Halvorson asked if the decision on the type of panels being used is final?

Rod Johnson said that the solar panel they are showing is a flat panel that would be installed around the city. The efficiency and wattage of these panels has increased over the last ten years and costs have gone down about 70%. The first step, rather than choosing the panel, is to ensure stability of the MUB roof.

Councillor Halvorson asked if they have potentially looked at installing the new smart flower?

Mr. Yusuf said that the issue with this is to do with weight of solar panels. Flat solar panels are relatively light compared to active panels.

Councillor Flynn asked how long solar panels last in Saskatchewan weather?

Kevin Hudson said that the estimated service life is within the range of 25-30 years. Power output degrades over time.

Councillor Aman clarified that these panels would all be on the south side of the building?

Mr. Hudson said that the university is not aligned north/south but rather 30 degrees west of south. Normally this would not be great for solar production, but with the MUB, the USSU is also paying a demand charge for electricity. From the 30 degree orientation to the west, there will also be a demand reduction, which makes up about 30% of the electricity bill.

Councillor Munoz-Pimentel asked how long the assessment would take to complete?

Mr. Hudson said that he has engaged in some preliminary discussions with structural engineers. He would estimate it could be done within a month or so.

Councillor Aman asked if Farm the Sun would be willing to work with student groups who have an interest in this type of work?

Mr. Yusuf noted that they would be willing to work with students and have been in contact with some already.

Councillor Aman asked if, in the future, Farm the Sun would be returning to USC for installation costs or if these costs will be covered by others?

Mr. Yusuf said that they are hoping to access some money from the Sustainability Fund. He is unsure if they will be returning to USC for more money. They are hoping for USC to show students they are willing to take the initiative on this project.

GM Cottrell noted that she has a personal spending limit of \$3000. She said that she is looking for a read from Council to see if they have an interest in moving ahead. There will likely be a future Infrastructure Fund ask from USC in the future. In this instance, the direct savings from this project is a benefit to the USSU, not the University, so the USSU thinks that they are the ones who should be paying for this project.

VP Kobes announced that last week, Minister Goodale was on campus with federal funding to lessen the University's carbon footprint. He asked if Farm the Sun is involved with this?

Mr. Yusuf said they are not involved at present but would like to be in the future.

Councillor Bell noted that if they were to fund the full \$80,000, it would be about 15 years before a return on investment.

Councillor Reaser asked if the removal of the slate on the roof under this installation cost would make future reinstallation costs any cheaper?

Mr. Hudson said that, if the decision is to go with a metal roof, that would only be for this installation.

Councillor Reaser asked if that would reduce replacement costs?

Mr. Hudson said that he isn't certain, but it should, as the lifespan of a metal roof is in the range of 50 years.

Councillor Akingbehin asked if Farm the Sun has plans to take this further to other buildings on campus?

Mr. Yusuf noted that his plan last year was to put solar panels on University endowment land, but that this did not go through. He noted that this part of the project is meant to be innovative and get the message out in public.

Councillor Han asked if these panels would be the first on campus?

Mr. Hudson said that this would be the fifth installation on campus. However, these would be the first in a visible location to the public. The first installation was in 2013. There are 24 kilowatts of solar panels out at the Horticulture Centre. The second installation was on the roof of College Quarter. The third was on the roof of Health Sciences E-Wing. The fourth is at the John Mitchell Building.

Councillor Aman asked if there has been any consideration toward a shield to prevent reflection blinding drivers nearby?

Mr. Hudson said that the panels will be oriented about 45 degrees. There will be no glare from the surface. The only possible glare would be from galvanized metal which would shoot up, not toward drivers.

- 4. Minutes and Reports
- 4.1 **USC Minutes March 14, 2019**
- 4.2 Executive Minutes March 18, 2019

President Baldhead apologized for forgetting roundtables once again. He said that last week he prepared for the Board of Governors, had a speech at Global Village, had a Governance Committee meeting, and attended the Global Village Gala.

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

Move to accept the minutes and reports into the official record. **USCMotion077**: Councillor Aman/VP Kobes

Carried

#### 6. Business

#### 6.1 Solar Panels at the MUB

Move to approve \$1,600 in funding for a structural assessment of the MUB roof. **USCMotion078**: Councillor Reaser/Councillor Halvorson

President Baldhead said that he is extremely excited for this project. Mr. Yusuf had mentioned to President Baldhead about bringing this to communities up North to lower the effect of greenhouse gases on Northern communities.

Councillor Akingbehin asked how this plan would benefit the environment of students in their studies?

Chairperson Moellenbeck suggested asking his question to Farm the Sun as it is out of purview of the motion made.

GM Cottrell said that there is some real dissonance as to if there is interest in putting solar panels on the deck. One of the positives is that it would provide shade on the deck. However, it is not the most attractive, and Louis' hosts a lot of weddings on the deck. Also, the deck is over the kitchen. The assessment has to ensure that this won't affect the kitchen

Ms. Ewen confirmed that they would explore the bearing of weight over the kitchen. She said the \$80,000 installation cost is for the solar panels, but does not include structure to hold panels.

Carried

#### 7. Other Business

### 8. Questions, Comments, and Announcements

Councillor Akingbehin asked if the solar panels would be of use to students in their studies?

Councillor Aman noted that there is a student group called USITE who have been involved with the management of the solar panels at the John Mitchell Building.

Councillor Munoz-Pimentel said that these panels would be a way to motivate students in classes like ENVS 401 to bring innovative ideas to campus to effect change.

GM Cottrell noted that she passionately believes we have to change our ways of living to be more sustainable. Any leadership that the students can show in sustainability is positive for the future.

VP Wu announced that all \$15,000 of the Sustainability Fund has been approved for this year.

VP Wu said that the American Sign Language Workshop has been rebooked for next Friday.

President Baldhead said that the solar panels could link up student groups by taking them to Northern communities to help install such panels in the future.

Councillor Munoz-Pimentel announced that the Political Studies Students' Association is hosting a Karaoke Night at Louis' following the meeting.

VP Kobes said that yesterday the Executive went to Regina to watch the presentation of the provincial budget. He said that it was very disappointing to see a 0% increase in post-secondary funding. He said there have been transformations to the scholarship

process to make it means-tested. He noted there is a \$5.5 million cut to scholarships. He said there is more money going to loans which increases student debt. He noted that he spoke with CBC and has expressed their frustration. The Executive met with both Minister Beaudry-Mellor and Critic Carla Beck.

VP Kobes congratulated Councillor Bird and Councillor Klassen for being chosen as delegates for Daughters of the Vote.

President Baldhead announced that he is still looking for two team members for the Sask ATF Meet.

Councillor Akingbehin asked for details about the race?

President Baldhead said that the race is at 12:45. He would estimate it would go until 1:30 at the latest. The race is to support low-income youth across Saskatchewan.

President Baldhead announced the last session with Elder Beaucage is next week. There will be a round dance as a thanks to Elder Beaucage.

Councillor Akingbehin said that he wants to join the team for the Sask ATF Race.

## 9. Adjournment

# **Executive Meeting Minutes for March 25, 2019**

Present: President Baldhead, VP Kobes, VP Moellenbeck, GM Cottrell, Kylie Phillips

**Regrets**: Rose Wu (interviewing for Centre Coordinator positions)

#### 1. Call to order

The meeting was called to order at 9:05.

#### 2. Quorum

Quorum was present.

#### 3. Roundtables:

## **President Baldhead:**

Meetings/Events:

Board of Governors

Provincial Budget in Regina

Carla Beck

President's Breakfast

Rural Congress Education Talk Meeting

USC

Initiatives:

Friday - EDO

Event Plans in Progress:

InvestInUs

#### **VP Kobes:**

Meetings/Events:

**Bus Riders Monthly Meeting** 

**CUPE 1975** 

Believers Loveworld Campus Ministry

Carla Beck

Minister Beaudry-Mellor

Provincial Budget in Regina

**BFC** 

Initatives:

Police Record Check

**Event Plans in Progress** 

Tax Clinic

#### **VP Moellenbeck:**

Meetings/Events:

**CUPE 1975** 

Copyright Advisory Committee meeting

One new grievance

Student hearing

Associate Vice-President Research interview

President's Executive Breakfast Meeting

#### Initiatives:

None

Event Plans in Progress:

**EIE Ceremony** 

#### VP Wu:

Meetings/Events:

Executive

**BFC** 

**USC** 

Provincial Budget in Regina

**CUPE 1975** 

Election Forum at Louis'

**PEC** 

#### Initiatives:

Anti-racism posters preparation

Posters take-down and clean all sandwich boards

Search committee logistics & interview

Sustainability Committee logistics

Sustainability Fund receipts

Event Plans in Progress:

American Sign Language Workshop

#### 4. Business

# 4.1 Management Students

VP Kobes said they are looking for \$410 in Executive Sponsorship for a lunch and learn event. They want to bring in experts from the community. They are looking for funding for lunch, thank you gifts for speakers, posters and advertisements. They have used up all of their campus group funding. VP Moellenbeck asked if they meet criteria for Executive Sponsorship. VP Kobes said it is a unique line - they do qualify under the criteria for Executive Sponsorship.

Move to fund \$410 in Executive Sponsorship.

EXECMotion066: VP Kobes/VP Moellenbeck

Carried

#### 4.2 MSC Reaser

MSC Jake Reaser sent VP Kobes a message saying that last time there was a CUPE 1975 strike, the Executive tried to get student fees reimbursed. MSC Reaser is asking if the USSU Executive would be willing to do this or something similar. GM Cottrell said she would keep this in mind if there is a strike in the next Executive's terms.

#### 4.3 Muslim Students' Association

VP Kobes said that the MSA is holding a vigil for the shooting in New Zealand. VP Kobes wants to sponsor them \$500 to help with the vigil. The event is twofold: in Gordon Oakes tomorrow for speeches, and in North Concourse today for an exhibit. Chairs will be out for each victim in North Concourse. VP Kobes is having a meeting with the MSA today. He wants pre-approval for money to help them out if they need it.

Move to approve \$500.

**EXECMotion067**: VP Kobes/VP Moellenbeck

Carried

### 5. Adjournment

The meeting was adjourned at 9:13 a.m.

# University of Saskatchewan Students' Union Executive Sponsorship Proposal

Members of the University community are to fill out an Executive Sponsorship Proposal and submit it to the Students' Union President before any project funding will be considered. The Executive Committee will review all applications on a case by case basis. All cases will be treated separately.

Proposals should be submitted to the Students' Union at least <u>two weeks</u> in advance of the date of the project.

# **Event/Project**

What is the title/name of your event/project?

MSA Lunch and Learn: "Title" -TBA

When and where will your event/project be held?

The Lunch and Learn will be held on the Resource Room from 12-1 on either March 6th

Who can we contact regarding this proposal? (Please include name, title, department, phone number and email)

Bailey Sinclair MSA President 306-831-7814 bailey.sinclair@usask.ca

Please provide a brief description of your event/project.

MSA will be hosting a lunch and Learn that will be beginning new a speaker (TBA) to discuss an important and relatieve topic to students. We will providing the students a lunch and speaker a thank you gift.

Who will this event/project primarily target? Is there a secondary target group?

Our primary target audience is Edwards School of Business students of all years. No secondary target group.

Why is this event/project important and necessary for students? What history/background is there of this topic on campus?

MSA feels this event is important because students will receive a presentation that is summed up as "be hungry. Ask questions. Get involved. Take opportunities to speak in front of people. Spend less time asking why something will fail and more time figuring out how to make it succeed. Going from A to Z."

Is this event/project addressing any issues or currently unmet needs?

N/A

# **Key Considerations**

Please provide a detailed budget of your event/project. (Please include a list of all revenues and expenses. Attach an additional sheet if necessary)

Lunch	\$300
Speaker Thank you gift	\$50
Draw for students who attend	\$30
Booster Event on Facebook	\$10
Printed Posters	\$20

What is the desired amount of cash/credit/facilities that is requested from the USSU?

\$410

How will USSU sponsorship impact your event/project?

The funding allows us to providing this event free to students while providing them food And knowledge.

Please describe the manner in which the contribution of the Students' Union will recognized at your event/project.

We include the USSU logo on the poster and include a verbal thank you the before after our presentation.

# Budget and Finance Committee Meeting March 21th

- 1. Call to Order
- 2. Attendance
  - a. Aman, Reaser, Kobes, Steadman, Bell
  - b. Regrets MSC Dear,
- 3. Approval of Agenda
- 4. Presentations
  - a. BLM
- 5. Report of VP
  - a. Funding Requests Approved
    - i. Health Studies Student Society 25.00
  - b. Insurance Sales
    - i. Ore Gaunge Denied
      - 1. Insurance Conversation
  - c. Ratifications
    - Women in the Legislature
  - d. Meetings
    - i. Francophone Student Association
    - ii. Parks Canada Student Club
    - iii. Indigenous Law Students
  - e. Event
- New Business
- 7. Regular Business
  - a. Funding Requests
    - Edwards Business School Student Society \$94.40 Cash Moved MSC Aman, MSC Bell, Carried.
    - ii. Believers Loveworld Campus Ministry \$500.00 Cash Moved MSC Aman, MSC Bell, Carried.
    - iii. Health Studies Student Society 175.00 Cash MSC Bell, MSC Aman, Carried
    - iv. Chemistry Students Society \$150.00 Cash, MSC Aman, SAL Reaser, Carried.
    - v. Best Buddies \$300.00 XL MSC Aman, MSC Bell, Carried
    - vi. Health Science Students Society \$500.00 Cash, MSC Bell, MSC Aman, Carried.
    - vii. Pre-Vet \$400 Cash, MSC Koh-Steadman, MSC Aman, Carried.
    - viii. Physics Students Society \$120.00 MSC Bell, SAL Reaser, Carried.

- ix. Environment and Bioresources Students Association \$250 Louis, MSC Aman, SAL Reaser, Carried.
- x. USASK Smash \$200.00 Cash MSC Aman, MSC Bell, Carried.
- xi. Law Students Association \$500.00 MSC Aman, MSC Bell, Carried
- xii. Investment Club Appeal Denied.
- 8. Questions, Comments, Announcements
  - a. Accountabilities Update
- 9. Adjournment

	Sept. 6	Sept. 13	Sept. 27	Oct. 4	Oct. 18	Oct. 25	Nov. 8	Nov. 22	Nov 29	Jan	3 Jan 10	0 Jan 17	Jan 24	Feb 7	Feb 14	Feb 28	Mar 7	Mar 14	4 Mar 21
Akingbehin, Akinwande	NYA	NYA	NYA	NYA	Р	Р	R	Р	P	P	Р	Р	P	)	Р	P	P	P	Р
Albert, Mike	Р	Р	Р	R	Р	Р	A	Р	Р	Р	Р	Р	Р	)	Р	Р	Р	Р	R
Aman, Mike	Р	Р	Р	Р	R	Р	Р	R	Р	R	Р	Р	Р	)	R	Р	Р	Р	Р
Andraos, John	Р	Р	R	R	R	Р	Р	RESIGNED											
Baldhead, Rollin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	Р	Р	)	Р	Р	Р	Р	Р
Bell, Jamie	NYA	NYA	NYA	NYA	R	Р	Р	Р	Р	Р	Р	Р	Р	)	Р	Р	Р	Р	Р
Bird, Kaitlin	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	Р	Р	Р	)	Р	Р	Р	Р	Р
Dear, Seth	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	R	R	R	R	₹	R	R	R	R	R
Dierker, Meaghan	Р	Р	Р	Р	Р	Р	Р	Р	R	Р	Р	R	Р	)	Р	Р	Р	Р	R
Flynn, Amy	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	Р	P	Р	)	Р	Р	R	Р	Р
Fraess, Lauren	NYA	NYA	NYA	NYA	Р	Р	Р	Р	Р	Р	R	R	P	₹	R	Р	R	R	Р
Halvorson, Jonathan	NYA	NYA	NYA	NYA	Р	Р	Р	R	Р	Р	Р	P	Р	)	Р	Р	Р	Р	Р
Han, Yifan	P	Р	Р	Р	Р	Р	Р	Р	Р	Р	Р	P	P	)	Р	Р	Р	Р	Р
Keller, Ryne	NYA	NYA	NYA	NYA	P	Р	R	Р	R	R	P	R	R	)	R	P	R	Р	R
Klassen, Lauren	P	Р	Р	Р	Р	R	Р	Р	Р	Р	Р	P	P	)	Р	R	Р	Р	Р
Kobes, Brent	P	P	P	P	P	Р	P	Р	Р	Р	Р	P	P	)	Р	P	Р	Р	P
Koh-Steadman, Noah	R	P	P	P	R	P	R	Α	P	R	P	P	P	)	Р	P	Р	P	P
Liu, Serena	NYA	NYA	NYA	NYA	P	P	P	P	R	P	P	R	R	)	R	R	Р	R	P
Moellenbeck, Sheldon	P	P	P	P	P	P	P	P	P	P	P	P	P	)	P	P	Р	P	P
Munoz Pimentel, Carlos	P	P	P	P	P	P	P	P	P	P	P	P	P	)	P	R	Р	P	P
Reaser, Jacob	P	P	P	P	R	P	P	P	R	P	Р	P	P	)	R	P	Р	Р	P
Rosas, Erick	P	R	P	R	P	R	RESIGNED												
Simons, Gabe	P	Р	Р	R	Р	Р	Р	Р	Р	Р	Р	Р	P	)	Р	R	Р	Р	R
Thomson, Emma	P	Р	P	Р	Р	Р	Р	Р	R	Р	Р	R	Р	-	R	Р	Р	Р	Р
Wu, Rose	P	Р	P	Р	Р	Р	Р	Р	Р	Р	R	Р	Р	)	Р	Р	Р	Р	Р
P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting																			