Council Meeting
March 11th, 2020 - 6:00pm – Morroy Building Room 120, Sexton Campus

Call to order at 6:21 pm by Chair

1. Roll Call

Councillors Present

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
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<tbody>
<tr>
<td>Aisha Abawajy (she/her)</td>
<td>President</td>
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<tr>
<td>Isa Wright (she/her or they/them)</td>
<td>Vice President (Finance and Operations)</td>
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<tr>
<td>Ruby Coles (she/her)</td>
<td>Vice President (Student life)</td>
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<tr>
<td>Calista Hills (she/her)</td>
<td>Vice President (Internal)</td>
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<tr>
<td>Fatima Beydoun</td>
<td>Board of Governors Representative</td>
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<tr>
<td>Robert</td>
<td>Acting as proxy for Faculty of Agriculture Representative</td>
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<tr>
<td>Claudia Castillo-Penttt</td>
<td>Black Students Community Representative</td>
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<tr>
<td>Hannah Drake</td>
<td>LGBTQ2s Students Community Representative</td>
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<td>Sandra Sunil (she/her)</td>
<td>Residence Students Community Representative</td>
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<tr>
<td>Ryan Callahan</td>
<td>Faculty of Dentistry Representative</td>
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<tr>
<td>Meghan Faught</td>
<td>Faculty of Law Representative</td>
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<tr>
<td>Ameir Yahia</td>
<td>Faculty of Management Representative</td>
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<tr>
<td>Naomi Bird</td>
<td>Indigenous Students Community Representative</td>
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<tr>
<td>Herman Stubeda</td>
<td>Faculty of Medicine Representative</td>
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<tr>
<td>Mhairin</td>
<td>Faculty of Arts and Social Sciences Representive</td>
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<tr>
<td>Bakhmala Khan</td>
<td>Faculty of Science Representative</td>
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Councillors Absent With Regrets

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Hasan Sinan</td>
<td>Vice President (Academic and External)</td>
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<td>Nicole Blinn</td>
<td>Women's Students Community representative</td>
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<tr>
<td>Alireza Siadat</td>
<td>Board of Governors Representative</td>
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<tr>
<td>Joshua Yusuf (he/him)</td>
<td>Faculty of Health Representative</td>
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<tr>
<td>Sara Goswami</td>
<td>International Students Community Representative</td>
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<tr>
<td>Fallen Matthew</td>
<td>Faculty of Graduate Students Representative</td>
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<tr>
<td>Shivam Mahajan</td>
<td>Faculty of Computer Science Representative</td>
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<tr>
<td>Julia Sarty</td>
<td>Faculty of Engineering Representative</td>
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Councillors Absent

Others Present

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Charity Justrabo - Chair</td>
</tr>
<tr>
<td>Kranthi Kiran Jalakam - Secretary</td>
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2. Land Acknowledgment

3. Adoption of the Agenda
   Motion 3.1
   BE IT RESOLVED THAT the agenda be adopted as circulated.
   Mover: Board of Governors Representative  Seconder: Residence Students Community Representative

   Motion 3.2
   BE IT RESOLVED THAT the agenda is amended to include an update on Bylaws item after the CRO Election Update item under Old Business.
   Mover: Vice President Finance and Operations  Seconder: Residence Students Community Representative

   Motion 3.3
   BE IT RESOLVED THAT the agenda be amended to include a Strategic planning session i.e. Focus group.
   Mover: President  Seconder: Residence Students Community Representative

   Motion 3.4
   BE IT REOSOLVED THAT the amendments to the agenda be voted on in omnibus.
   Mover: Black Students Community Representative  Seconder: Faculty of Science Representative
   (16 – 0 – 0 abstentions)
   Motion Carries

   Motion 3.5
   BE IT RESOLVED THAT the amendments be accepted.
   (16 – 0 – 0 abstentions)
   Motion Carries

   Motion 3.6
   BE IT RESOLVED THAT the agenda be adopted with the amendments.
   (16 – 0 – 0 abstentions)
   Motion Carries

4. Minutes of the Previous Meeting
   Motion 4.1
BE IT RESOLVED THAT the February 12th meeting minutes be accepted as circulated.

Mover: LGBTQ Students Community Representative  Seconder: Faculty of Arts and Social Sciences Representative
(16 – 0 – 0 abstentions)
Motion Carries

Motion 4.2
BE IT RESOLVED THAT the February 26th meeting minutes be accepted as circulated.

Mover: Residence Students Community Representative  Seconder: Faculty of Arts and Social Sciences Representative
(15 – 0 – 1 abstentions)
Motion Carries

5. Communications Received

6. Appointments

7. Presentations
   a. Budget Presentation
      VP Finance and Operations presented the proposed budget for the year.
   
   b. Strategic Planning

      Aisha- We were able to come up with 5 strategic priorities i.e. elimination of tuition fees, centering the margins, food insecurity, mental health and our education as our priority and within that we will be looking at what we can do. That will be built and created based on feedback that council gives and also from engagement with students and our members.

      Our education as our priority – what that could look like in terms of a strategic plan is helping setting the direction or helping navigate what DSU’s advocacy to the university will look like because unfortunately don’t have any control over our education but the university does. So what would our asks be in terms of the university to better our education. For example, what can we motion to a senate to diversify the curriculum or hit on the various senate subcommittees like teaching and learning or e-learning or like the research that we do or where the funding goes. Also, on how, SRI’s being a big topic for folks, how we get feedback to our pros and how it influences the decision the university makes. Can also talk about corporatization of the institution that folks could care or don’t care about. Let me know in this session here today what you do and do not care about in terms of our education.
      (Discussion session took place among councillors and exec.)
8. **Committee Reports**

**Motion 8.1**

**BE IT RESOLVED THAT** the IIC Report be bumped to the bottom of New Business.

**Mover: Vice President Finance and Operations**  **Seconder: Faculty of Law Representative**

*(15 – 0 – 0 abstentions)*

**Motion Carries**

9. **Old Business**

a. **CRO Election Update**

Ankit - Debates were organized at different places. They were decided as public locations with a large footprint. We assigned two volunteers, one for the help crew and one for taking questions from the audience. One election project volunteer, for recording the debate videos. Since we had a lack of technical support, the election committee had to take care of the videos. One marketing coordinator was assigned who was responsible for about 30 posters per person, laptop stickers ordered online. All of this was done to increase the voter turnout this year. Candidates started with an info session and completed with anti oppression session.

In total, 5 moderators were appointed from the debating society of Dal and Kings and they will be given 25$ gift card from the DSU market. This has been done to increase the DSU turnover and also all the transactions were made from the DSU bookstore and campus copy and the DSU market.

One candidate Suay Shao officially dropped out. Initially we had 12 exec candidates and 1 student rep candidate out of which one exec candidate dropped out.

As for the ballot, it was successfully launched yesterday. Had an issue with the Law society referendum, so created a separate ballot for law students. They were emailed separately for that ballot.

So far 1895 voted and for the law ballot 88 students have voted. We have 5 gift coupons for competition on Instagram. Just to increase the voter turnout this was done.

Sandra – Once the results come out, where will that be posted?

Ankit – It will be posted on social media and DSU elections website. Results come out tomorrow at 10 pm.

b. **Bylaw Update**
Isa – Heard back from lawyer yesterday and he sent a fairly lengthy letter.

Over the course of his review, the lawyer determined that our 2016 bylaws are the bylaws that are legally enforced. So the 2016 bylaws because they have never been approved at an AGM that met quorum, the 2016 are now struck upon this notice to council and now that we have given notice to council, we will be resuming our operations under the 2016 bylaws.

We compiled this document with all the comments and strikethroughs that were added or taken away from the 2016 bylaws in the 2018 bylaws. There are not that many substantial changes between 2016 and 2018 bylaws. Most of the changes are small, policy names or committee names and membership composition. Essentially, our operations will be unaffected. Biggest difference is 2016 bylaws is that they do not contain bylaw 12 which is the bylaw about external organizations.

Robert – 2018 was proposed but there wasn’t quorum at AGM so they haven’t been in effect. Were they resubmitted at the 2019 AGM or why haven they come back up?

Isa– In 2017, the AGM did not make quorum, 2018 they did not make quorum and this year they did not make quorum.

Isa – Letter itself is confidential but once exec receive the letter, we decided to make the contents public and known to council. We are making the result public but we wont be publishing the letter.

**Motion 9.1**

**BE IT RESOLVED THAT** Vice President Finance and Operations seeks opinion of the lawyers as to whether or not this letter can be published in full and if not, then what aspects.

**Mover:** Faculty of Agriculture Representative **Proxy:** Residence Students Community Representative

**Seconder:** Residence Students Community Representative

(13 – 0 – 3 abstentions)

**Noted abstentions – Vice President Finance and Operations**

Motion Carries

Meghan – I feel that one of the main things is that if whether or not we were perspective members. Part of the CFS bylaws state that we should submit a letter to them stating that you never did that, it was just our vote at council and they took that to be our letter that we submitted. The exec has stated in previous meetings that contracts were signed and nothing happened, but I don’t see that in the facts that we didn’t submit anything to them besides our vote at council. So I’m just wondering if that was communicated to the lawyer. Parts of the letter make it seem like there is an understanding that we don’t have to pursue full membership which isn’t the case but the opinion is that if we are perspective
members then we are either bound to either continue to be perspective members or to pursue full membership and the contents of the letter make it seem like there is a third option which doesn’t exist. So I’m just wondering if they have all the information that says that perspective membership will just continue if we don’t hold the referendum indefinitely.

Isa- I’m pretty sure I know what you are getting at, but I don’t know how to answer it. I think there is a section in here that addresses that. I don’t want to say something that I’m not sure of. The only way to pursue full membership is through a referendum and that is where every single member has an individual vote. So I think the implication is that individual members should consider carefully whether they want to join the organization. I can absolutely seek clarification and get back to you.

Motion 9.2
BE IT RESOLVED THAT the discussion be tabled until next council meeting and have Vice President Finance and Operations circulate this document either electronically or physically.

Mover: Faculty of Management Representative  Seconder: Faculty of Arts and Social Sciences Representative
(16 – 0 – 0 abstentions)
Motion Carries

10. New Business
a. New Grants Policy

Isa – Our grants process is confusing. Often when we deny requests, its hard to explain to societies why since we have no policy to back it up. In the policy that I circulated, you can see all the proposed changes. Kind of the main change overall, we are going the grant funding period.

Current Grants policy has a vague statement about not awarding grants to events held at competing venues. If you were having a Gala, we would generally not fund it if its outside the McInnes Room. But we added some exceptions and some clarity around that provision where if the proposed venue is of equal or lesser cost than the McInnes room or if there is an another event requirement that causes you to have your event elsewhere, you’ll have a spot on the application to explain that.

Slightly changed the grant distribution. The policy does lay out which percentage is allocated in summer, fall and winter so we adjusted those a bit. We are also specifying which months the grants committee meetings should be held in. Also specifying which months the grant committee meeting should be held in and requiring the VPFO publish deadlines and meeting dates on the website outside of the fiscal year so that the societies know that if they get their applications in by a date, it will be reviewed by this time and this is when you will get your funding since we get a lot of questions about that.
Most of the other substantial changes happened in the society grants section. Largest change is that we added Section 3.3. If you have any feedback on that, feel free to email me.

We added somethings and just clarified the information that needs to be included in society grant applications. That will be updated once the policy passes on May 25th. I have a new submission form that is already ready to go.

Member grants had no huge changes. We did add a sentence. Currently our practice is that we do follow up with anyone who submits an incomplete application. However, lots of members are used to us doing that and since we receive so many applications, it's sometimes difficult for our members services assistants to keep up with it. Sometimes they miss things and we just added a sentence that the committee is not obligated to follow up with members who submit incomplete applications.

Expanded the criteria for members who submit a request after the event has occurred. Currently there has been a lot of confusion about whether members services assistant won't accept applications if it is processed after the event date so we just changed it to emphasize more on the application date so as long as the person applies before the event or 30 days after, they can still get funding.

Also added a section, committee may prioritize applications from members who self-identify as racialized, indigenous, gay, queer, gay, lesbian, trans, bisexual, disabled, two spirit. We will be adding a self identification section to the member grant process. So if members choose to self-identify, the grants committee can choose to prioritize their applications which is in line with the anti oppressive mandate of the union.

No major changes to accommodation grants. Scratched the section on funding recognition. Currently we ask members or societies to acknowledge the DSU at the event or the conference they go to. We don’t enforce that and I honestly don’t see a reason for us to do that. Because we have a separate sponsorship application if we want to be publicly affiliated to the event.

Small change to the disclaimer section. Still waiting for our lawyer to get back to us about that section. There could be an amendment to that section before the next meeting.

If you have any questions about policy or amendments, email me.

If there are any amendments that are kind of contentious, I will bring them separately.

Meghan – About financial policy, would like to see a letter from the financial controller kind of endorsing the changes in the financial policy.
b. **New Financial Policy**

Added a definition section.

Most of the changes in the policy were suggested by the controller.

Most of the changes in this policy are for wording and for clarity.

First big change in the policy is that currently we require a purchase order for any purchase over 100$. The person requesting any transaction over 100$ has to submit a paper form to me and I have to sign it and authorize it. This limit was made like 10 years ago. It just really isn’t necessary because we review transactions with department staff at the end of each month. All of them are very familiar with our budget. Did raise the limit to a 1000$.

Added a section before, that for each amount what process was to be followed to get it approved. Added clarifying parameters around that.

In the petty cash section, added a limit on the petty cash. Current policy said that any petty cash issued in excess of 100$ has to be authorized by the VPFO. Usually petty cash is for grawood or for an event. Often those are happening after hours, when I’m not necessarily in the office. So we made some changes, there is going to be a general petty cash fund that is controlled by the Director of Operations.

Did change somethings abut the budget. Added provisions around when budget templates should be circulated so that it clarifies what the timeline is for making the budget just to ensure we meet the council deadline.

In section 3.4, suggestion from our accountant said it is not common practice to create a revised budget. Doing a revised budget takes her 2 full months of full time work. Our controller has worked in many organizations and said that it is not common practice to do the revised budget.

I am suggesting that we scratch it because council can still revise the budget if the VPFO brings budget revision to council anytime. Council has the authority to change allocations. So if the exec feel they need to change it, they have that option. Revised budget doesn’t usually get approved until January 1st usually. It’s a lot of work for the controller and the VPFO and by January there is not enough wiggle room in the budget to make any substantial changes.

Struck section 3.5 which specifies what we do with our net operating income if we have a significant net income. It just hasn’t been in practice and doesn’t reflect the demands of the union. Limits democratic creation of the budget as well as limits the discretion of the
exec to use the remaining funds. We are a non profit. Non profit don't need to run a huge surplus because we try to put most of our finances back into providing services for students.

There is an addition in the section about contracts. Says that the union cannot enter into a contract for a period of longer than 5 years. Specifies that any contract with a value above 50000$ needs to come to council. In the past, there have been difficulties with just the VPFO and the general manager going behind the exec and councils' backs. That provision is to prevent that.

Next substantial change is in credit card section.

Each exec has credit cards with limit being 1000. We've seen issues with execs having credit cards because receipts need to be submitted to the controller within 5 days. Otherwise the credit cards starts to accrue interest. Often each month we see interest charges from exec that forgets to submit receipts. After lots of conversations with controller and director of operations, we are proposing that we just eliminate the exec credit cards entirely and replace them with two general use credit cards that if exec do need to buy something, they can go to the controller, take it out for the day, and come back with the receipts in hand just to make sure that the correct process is being followed. If execs aren’t following that process, they won't be allowed to use the credit cards.

Isa – Controller and Director of Operations would have the discretion to allow other staff members to take the credit card out for the day.

Meghan – Why the limit on the Director of Operations card is so high?
Isa – It is 15000$. We do currently have that limit on that card because often for the T-Room and the Grawood process quite large liquor orders from NSLC.

Claudia – Anything in here about offices giving grants?
Isa – That would be a good provision under the grants policy.

Isa – We updated the amounts for reimbursements for when employee or exec are using their vehicle for Union business. Also added a clause that an employee or representative of the union must demonstrate that the use of their own vehicle was necessary and preapproved by their supervisor in order to claim it.

Just a couple of updates to cash floats. Cash floats can only be made available to union or union sponsored events. Currently policy states that cash floats have to be signed out in writing from the controller. The controller only works from 7am to 3:30 pm everyday so if
the event is in the evening, the cash float can be signed out by the night manager at the SUB.

We changed the full time salary adjustment to include non-unionized staff because most of our full time staff are unionizing so they will have a different salary increase in terms of collective agreement.

We added some provisions around audits. VPFO has to complete society audits within 30 days of submitting financial records. Working to solidify a better audit process that actually continues and is feasible. Also saying that no societies are entitled to the release of their levy until they actually pass their audit.

c. IIC Report
Meghan – Met and decided we weren’t going to make any substantial changes to the report. Ruby submitted some pretty extensive comments. We still thought that the report was the final form it was going to take. I think some of the recommendations might be the tricky part so I propose that we publish the 3 main findings and the timeline and leave it at that. If other councillors want to bring any of the recommendations then they can bring that.

Motion 10.3
BE IT RESOLVED THAT the main findings be published and the timeline from the IIC Report as it was previously circulated in the last council meeting on the DSU website.

Mover: Faculty of Law Representative  Seconder: Faculty of Arts and Social Sciences Representative

Sandra – Can you say why comments from Ruby weren't accepted?
Meghan – Most of them were just comments. They weren't huge substantial changes. There were just some little things. It felt like that if we don't place a large portion of the blame on the university administration, that is not going to be an acceptable report and that's not the feeling of the IIC. That's not the conclusion that we came to that it was mostly the dal's administrations fault. There was obviously a shared responsibility in that but we stand by our main findings.

Motion 10.4
BE IT RESOLVED THAT Council move-in camera.

Mover: Faculty of Management Representative  Seconder: Residence Students Community Representative
(15 – 0 – 0 abstentions)
Motion Carries
Motion 10.5
BE IT RESOLVED THAT Council move-out of camera.
Mover: Faculty of Agriculture Proxy  Seconder: Faculty of Arts and Social Sciences Representative
(14 – 0 – 0 abstentions)
Motion Carries

Motion 10.6
BE IT RESOLVED THAT Council extend the meeting by 10 minutes.
Mover: Faculty of Agriculture Proxy  Seconder: Faculty of Arts and Social Sciences Representative
(11 – 0 -3 abstentions)
Motion Carries

Motion 10.7
BE IT RESOLVED THAT Council move-in camera.
Mover: Residence Students Community Representative  Seconder: Black Students Community Representative
(13 – 0 – 0 abstentions)
Motion Carries

Motion 10.8
BE IT RESOLVED THAT Council move-out of camera.
Mover: President  Seconder: Residence Students Community Representative
(12 – 0 – 0 abstentions)
Motion Carries

11. Executive Reports

a) President
b) Vice-President (Internal)
c) Vice-President (Financial and Operations)
d) Vice-President (Academic and External)
e) Vice-President(Student Life)
12. Councillor Reports

13. Notices of Motion

14. Announcements

15. Adjournment
   
   Motion 15.1
   BE IT RESOLVED THAT the DSU Council adjourns at 9:17 pm.
   
   Meeting adjourned at: 9:17 pm
   Minutes submitted by Secretary: