

**STUDENT FEDERATION OF THE UNIVERSITY OF OTTAWA
MINUTES OF THE THIRD MEETING OF THE BOARD OF ADMINISTRATION FOR 2016-
2017**

Date: Sunday September 18th, 2016

Location: TBT0083

Time: 1:00pm

Chair: Shawn Philip Hunsdale

Secretary: Jesse Root

2.1 Welcome

The meeting began at 1:10pm

2.2 Roll Call

| | |
|------------------------|----------------------------------------------|
| SFUO | Romeo Ahimakin |
| SFUO | Rizki Rachiq |
| SFUO | Hadi Wess |
| SFUO | Morissa Dalia- Ellis |
| SFUO | Vanessa Dorimain |
| SFUO | Francesco Caruso |
| Arts | Ama Ouattara |
| Arts | |
| Arts | Erin Chapman |
| Arts | Jocelyn Cadieux |
| Common Law | Lee Chitty NP |
| Droit Civil | VACANT |
| Education | VACANT |
| Engineering | Iffa Hujaleh NP |
| Engineering | Princejeet Singh Sandhu |
| Engineering | VACANT |
| Health Sciences | Dahlia Adrien |
| Health Sciences | Maxime Le NP |
| Health Sciences | Vacant |
| Management | Milly Pang |
| Management | Serge Andersen Bakoussam (Sara Mhidi) |
| Management | VACANT |
| Sciences | Nick Robinson |
| Sciences | Paloma Sawaya |
| Sciences | Setti Belhouari |

| | |
|------------------------|-------------------------------------|
| Social Sciences | Caylie McKinlay |
| Social Sciences | Iris Wong |
| Social Sciences | Leila Moumouni- Tchouassi NP |
| Social Sciences | Mikayla Vattiata |
| Social Sciences | Tony Bui |
| Medicine | VACANT |
| Special Student | VACANT |

2.3 Comments from the Chair

2.4 Adoption of the Agenda

Be it resolved that the agenda be adopted as presented:

Agenda

- 3.1 Welcome
- 3.2 Roll Call
- 3.3 Comments from the Chair
- 3.4 Adoption of the Agenda
- 3.5 Adoption of the Minutes of the last meeting
- 3.6 Executive update
- 3.7 Question period

FOR DISCUSSION AND/OR APPROVAL

- 3.8 Second Reading- Finance Committee Duties
- 3.9 First Reading Bylaw 4.11.2
- 3.10 First Reading Bylaw 4.3.5.4
- 3.11 First Reading 3.13.8.3
- 3.12 First Reading 3.13.10.7

FOR INFORMATION

3.13 Miscellaneous

3.14 Question Period

3.15 Closing of the Meeting

Moved : Jocelyn Cadieux

Seconded: Nick Robinson

Carried

3.5 Adoption of the Minutes from the Previous Meeting

Be it resolved that the minutes from the August 2016 meeting be approved as presented.

Proposed by:

Seconded by:

To be approved at October's meeting

3.6 Executive Updates

President

VP Finance

VP Equity

During the past month I have been dealing with 101 Week in handling and coordinating both the Take Back the Night and the Drag Show. During Take Back the Night, I want to take the time to note that both Telfer and Criminology were not present at this event. The Clubs Fair also happened on September 8th and more 60 were registered to table that day and the week of the 12th to the 16th, we had our clubs week in the UCU agora where around 25 clubs tabled every day.

Other than I have been tending to my services seeing as they are all staffed. So, I have been doing visioning with them and figuring times to have weekly meetings on their schedules and hours of operations and to simply figure out what these services need in the upcoming year.

Under clubs, I have been dealing with clubs registration and renewal that will be finishing on the 22nd of September. In the next two weeks I will be proceeding with interviews with new clubs as well as organizing a clubs committee meeting.

Furthermore, I have been dealing with clubs membership and figuring out discounts that clubs can get from both the Pivik and 1848 alongside the VP Finance and something that we can provide clubs with is an “at cost” pricing for clubs at the Pivik to ensure that they are getting the best price possible as we are keeping the lack of subsidies in mind. We are also meeting with UOttawa admin to see how we can collaborate with them to make the clubs experience more positive this year.

VP University Affairs

This year main distribution was set from August 22nd to September 9th. Due to late delivery with our cards distribution commenced Monday August 26th and ended this past Friday September 16th. /We started with 7 stations and added 10 – 1 at RGN. On September 2nd/ We ran for 3 weeks, which was the same amount of time for the previously proposed dates and were open on labour day weekend. / Hours from 10am to 5pm everyday except Weds which we were open from 10am to 7pm./ We closed distribution on Weds September 14th for the full day, and opened again with extended hours both Thursday and Friday until 7pm. This was communicated on our social media (the closure) and the new extended hours for both days on our website.

Distribution was set to also take place at RGN for the 1st week but ran into technical difficulties/ Once we were able to set everything up, we did so and there was distribution at RGN for the last week and half of main distribution.

We also hosted appointments, although to our surprise the appointments maxed out by August 16th about 2 weeks after launching it on our site.

Priority went to folks with appointments, student parents, folks with disabilities and students who were coming from RGN (while it was closed) for having to commute to main campus after being promised a service we were unable to fulfill for the time being. There were no special lines for Law or Graduate students.

Since the U-Pass this year was not co branded with ISIC this year, folks from the Canadian Federation of Students came during the 1st week to distribute cards Tuesday until Friday from 11am to 4pm in the UCU Clubs lounge. We cleaned them out for cards, so ISIC will be back Monday October 3 to Thursday October 6th, Tuesday October 11 to Friday the 14th from 9am to 5pm.

Distribution starts & yes lines were long. The wait times during distribution varied from 2minutes to 4 and half hours. This obviously is due to when and what time you came to pick up your card during distribution. / During the 1st week and half our business Pivik provided tea, coffee, and water to students waiting in the long lines. Our agents were very active during the entire distribution who went through the line with ipads to check student statuses to make sure students were not waiting in the lines if they were not eligible to receive a U-Pass, communicating wait times, working the information table, educating and collecting signatures for the November 2nd day of Action around elimination of tuition fees, physically distributing the cards, re-directing and shutting down the lines when instructed.

Lines were closed due to the long wait times, for example if we were looking at 2 + hours of wait times we would have to close our line 2 hours before 5pm or 7pm to make sure staff were leaving on time. Those we were denied in the line were either given bus tickets for the commute or received an appointment for any other time and date during main distribution.

We distributed 10,000 cards in 5 days. That is a record for the program since its inception. In total there were 35,052 students charged for the U-Pass and 29,299 students already have a U-Pass in their possession. 4,918 of those students reside in the STO area.

For context last year for the year 2015-2016 (Fall and Winter semester) 34,188 students were charged for the U-Pass and during the entire year we distributed 32,584 cards. Reminding you that this includes winter distribution and last year our main distribution lasted a month and we were open for 2 weekends as opposed to 1 this year. (Elaborate)

Staff Treatment.

Student of the Month:

Program Overview

The SFUO recognizes that students face significant barriers to accessing education because of the high cost of living, and high tuition fees. The Student of the Month Scholarship is intended to award 2 students each month with \$500.00 to be used for education related expenses to alleviate some of these burdens that students face. Students who are interested must submit a one-page letter of motivation outlining the following to be considered by the committee to receive this scholarship:

- Demonstrate academic curiosity – In the form of seeking out tutoring or academic help/peer mentoring.
- Demonstrate positive attitude – Dealing with life realities while attending post-secondary education and working a part time job while keeping a positive attitude.
- Encourage others to do their best – Helping others with classwork, being a supportive friend, teammate and/or role model.
- Make contributions to the community through service and volunteering- This can include volunteer work outside of campus, and contributions to the community both on and off campus.

Eligibility

To be eligible for the SFUO Student of the Month Scholarship you must be a fees paying member of the Student Federation of the University of Ottawa, excluding those members who are currently employed full or part-time with the organization.

Selection Committee

- VP University Affairs of the SFUO (Chair)

- President of the SFUO
- VP Social Affairs of the SFUO
- Volunteer Coordinator of the SFUO
- Finance Assistant of the SFUO
 - Delegate from the University Affairs Roundtable

Quorum for this committee shall be 3 members of those named above, 2 of which must include both the VP University Affairs and the SFUO Volunteer Coordinator

Disbursement of Funds

Successful applicants will be given their choice of the following methods for the disbursement of their scholarship funds:

- A gift card for the SFUO Agora Bookstore
- A transfer of the funds directly to the University of Ottawa for payment of their tuition fees

Successful applicants will be asked to specify which method of the two mentioned above they would prefer their prize to be awarded as.

Campaigns Meet & Greet / September 26th @ 6:30pm Bar 1848

Run for Palestine Sunday September 25th at 10am at 11 Aviation Parkway

VP Services and Communications

Board of Administration Updates

September 2016

VP Services & Communications, Francesco M.-C.

Classes

- I am currently enrolled in two (2) classes for the Fall 2016 semester, the classes being CMN1548A and POL2501A

101 Week

- After months of planning and hard work, 101 Week is over and was a success. Although not under my portfolio, I wanted to take time to thank and congratulate Hadi Wess, our VP Social, who is the reason 101 Week was able to happen this year.

Additionally, thank you to all our volunteers, guides, and 101ers who made this experience possible.

Communications Round Table

- The next CRT will happen before the end of the month of September, an email will be sent out to all Fed Bodies' VP Communications, in order to determine everyone's availability. Once a date has been set, an agenda will be sent out.

Agendas

- Agendas this year were custom made by the SFUO and our marketing team, in order to afford a cheaper product due to this year's budgetary constraints. In total, we ordered less than previous years, with 10 000 English agendas and 4 000 French agendas, for a total of 14 000 agendas ordered.
 - On September 8th, there were about 475 French agendas left and about 2 500 English ones. Although these numbers are estimates (based on how many boxes we have left, and how many agendas are per box), we plan to give out all our agendas this year within the next few weeks.

Mass Emails

- Our second mass email was sent out on September 6th at 8am. Here are the statistics:
 - French mass email
 - 45.1% Open Rate
 - 5.64% Click Rate
 - English mass email
 - 46.79% Open Rate
 - 5.65% Click Rate

Social Media

- Our social media is being more actively used this year, and has seen an increase in interactions. In the span of a month (from August 21st to September 18th) we gained 172 new likes on our Facebook page, and have been releasing information as uniformly as possible on our Twitter and Facebook alike.

Services

- Foot Patrol did amazing work during 101 Week, with employees and volunteers giving many hours to ensure that 101ers and guides were able to get safe walks home. If you have the chance, thank them when you see them, because their work is incredibly important.
- Almost all centres have been staffed, with the Food Bank, Zoom Productions, Bike Coop, Foot Patrol being fully staffed. Peer Help Centre and the Sustainable Development Centre are almost fully staffed, with the last hires estimated to happen in the next two weeks or so.
 - Please share these employment opportunities in your circles! Job postings are available on the SFUO's website.

VP Social Affairs

3.7 Question Period

move to extend question period by 10 mins

moved: Nick Robinson

Seconded: Tony Bui

Carried

Motion to amend to 10 minutes

Moved: Romeo Ahimakin

Seconded: Setti Belhouari

Carried

3.8 Second Reading- Finance Committee Duties

Finance committee duties

Whereas the finance committee must approve the annual budget and its updates;

Whereas the SFUO is a multimillion dollar organisation requiring sufficient regulations to protect the public image and well-being;

Whereas most organisations, including student unions, have policies relating to disclosure of internal information;

Whereas finances are of a particular sensitivity to public disclosure;

Be it resolved by-law 3.12.2.1.d. be added to read "To review and approve all publications of interim financial statements of the Federation."

Tâches du Comité des finances

Attendu que le Comité des finances doit approuver du budget annuel et des modifications de celui-ci;

Attendu que la FÉUO est une organisation de plusieurs millions de dollars qui nécessite des règlements adéquats pour protéger son image publique et son bien-être;

Attendu que la plupart des organisations, incluant les syndicats étudiants, ont des politiques concernant la divulgation de l'information interne;

Attendu que les finances sont un sujet délicat lorsqu'il en vient à la divulgation publique;

Il est résolu que le règlement 3.12.2.1.d. sera modifié de la façon suivante : « Afin de revoir et approuver toutes les divulgations publiques concernant les finances de la fédération »

Moved: Tanner Tallon

Seconded: Selena Hofmann

Defeated

3.9 First Reading- Bylaw 4.11.2

First Reading- Bylaw 4.11.2

WHEREAS the SFUO should strive to ensure that its elections are as free, open and democratic as possible;

WHEREAS the SFUO still uses the imperfect single-member constituency first-past-the-post voting system for its executive elections;

WHEREAS the current executive election system can force students into either voting for someone who will not represent their interests or not having a vote;

WHEREAS ballot spoiling has a similar effect, but does not count as a vote and is less explicit;

WHEREAS many student governments across the world have already implemented an option for re-opening nominations for their elections;

WHEREAS electoral reform is an important issue in current Canadian politics, and whereas student governments should lead by example on that issue;

BE IT RESOLVED section 4.11.2 of the SFUO Constitution be amended to read as follows:

“4.11.2 Re-opening nominations

4.11.2.1 In the event that there is only one candidate in the case of executive positions, or there is, within a given faculty, a number of candidates less than or equal to the number of seats to be filled, there shall be a ratification vote with a Yes/No ballot.

4.11.2.2 For each executive position that there is a greater number of candidates than seats to be filled, “None of the above” shall automatically be a candidate, who, if victorious, will leave the seat vacant.”

Moved: Nick Robinson

Seconded: Francesco Caruso

Defeated

Move to extend speakers list 3 in favour and 3 against

Moved: Hadi Wess

Seconded: Vanessa Dorimain

Carried

Move to extend 3 and 3

Moved: Francesco Caruso

Seconded: Tony Bui

Carried

Première lecture règlement 4.11.2

ATTENDU QUE la FÉUO a le devoir d'assurer des élections aussi libres, ouvertes et justes que possible;

ATTENDU QUE la FÉUO utilise toujours le système électoral imparfait uninominal majoritaire à un tour;

ATTENDU QU'EN ce moment, lors des élections à l'exécutif, les étudiants peuvent être forcés soit à voter contre leurs intérêts ou ne pas avoir de vote;

ATTENDU QU'UN vote nul a un effet similaire, mais ne compte pas comme un vote et n'est pas aussi explicite;

ATTENDU QUE beaucoup de gouvernements étudiants, à travers le monde, offrent déjà une option similaire sur leurs bulletins de vote;

ATTENDU QUE la réforme électorale est un enjeu important dans la politique canadienne, et que les gouvernements étudiants devraient jouer un rôle de leader sur l'enjeu;

QU'IL SOIT RÉSOLU QUE l'article 4.11.2 de la Constitution de la FÉUO soit modifié pour lire :

« 4.11.2 Réouverture des nominations

4.11.2.1 Dans l'éventualité où il y a, dans le cas de l'exécutif, seulement un candidat ou une candidate pour un poste, ou dans le cas des directeurs ou directrices de faculté, un nombre équivalent ou moindre que le nombre de sièges disponibles, il y aura un vote de ratification avec le bulletin oui ou non.

4.11.2.2 Pour chaque poste exécutif dont le nombre de candidates est plus grand que le nombre de sièges, “Aucune des candidates” serait de manière automatique une candidate, qui, si victorieuse, laissera le siège vide »

Move for a 10 minute recess

Moved: Tony Bui

Seconded: Dahlia Adrien

Carried

| | |
|------------------------|----------------------------------------------|
| SFUO | Romeo Ahimakin |
| SFUO | Rizki Rachiq |
| SFUO | Hadi Wess |
| SFUO | Morissa Dalia- Ellis |
| SFUO | Vanessa Dorimain |
| SFUO | Francesco Caruso |
| Arts | Ama Ouattara |
| Arts | VACANT |
| Arts | Erin Chapman |
| Arts | Jocelyn Cadieux NP |
| Common Law | Lee Chitty NP |
| Droit Civil | VACANT |
| Education | VACANT |
| Engineering | Iffa Hujaleh NP |
| Engineering | Princejeet Singh Sandhu |
| Engineering | VACANT |
| Health Sciences | Dahlia Adrien |
| Health Sciences | Maxime Le NP |
| Health Sciences | Vacant |
| Management | Milly Pang |
| Management | Serge Andersen Bakoussam (Sara Mhidi) |
| Management | VACANT |
| Sciences | Nick Robinson |
| Sciences | Paloma Sawaya |
| Sciences | Setti Belhouari |
| Social Sciences | Caylie McKinlay |
| Social Sciences | Iris Wong |
| Social Sciences | Leila Moumouni- Tchouassi |
| Social Sciences | Mikayla Vattiata |
| Social Sciences | Tony Bui |
| Medicine | VACANT |
| Special Student | VACANT |

3.10 First Reading Bylaw 4.3.5.4

WHEREAS the SFUO should set a quorum for referendums to ensure that referendums accurately reflect the will of the student population as a whole and not just a small minority;

WHEREAS quorum should be set as high as possible;

WHEREAS voter turnout in SFUO general elections has rarely dropped below 10%;

WHEREAS a quorum of 5% would allow a referendum to pass with the approval of only 2,5% of the student population, which constitutes not even 1000 students;

WHEREAS referendums should not be a tool used to force through changes, but a tool to ensure that students fully hold decision-making power when it comes to significant changes;

WHEREAS other student governments such as McMaster, Dalhousie and Ryerson all have referendum quorums of at least 10%;

BE IT RESOLVED that article 4.3.5.4 of the SFUO Constitution be amended to read as follows:

“4.3.5.4 Quorum

In order for the result of a referendum to be valid, at least 10% of all members of the Federation must have exercised their right to vote.”

Moved: Nick Robinson

Seconded: Tony Bui

Defeated

Première lecture règlement 4.3.5.4

ATTENDU QUE la FÉUO devrait se fixer un quorum minimum pour ses référendums afin d'assurer que le résultat des référendums est en accord avec la volonté de la population étudiante et non juste d'une minorité de la population ;

ATTENDU QUE le quorum devrait être fixé aussi haut que possible ;

ATTENDU QUE le taux de participation aux élections générales de la FÉUO chute rarement en dessous de 10% ;

ATTENDU QU'un quorum de 5% accordera une légitimité à un résultat avec l'appui de seulement 2,5% des étudiants, ce que ne représente même pas 1000 étudiants ;

ATTENDU QUE les référendums ne sont pas des outils pour imposer une résolution quelconque, mais plutôt pour assurer que le pouvoir d'effectuer de grands changements reste entièrement dans les mains des étudiants;

ATTENDU QUE d'autres gouvernements étudiants, tels que McMaster, Dalhousie et Ryerson, se sont fixé un quorum de 10 % pour leurs référendums;

QU'IL SOIT RÉSOLU QUE l'article 4.11.2 de la Constitution de la FÉUO soit modifié pour lire :

« 4.11.2 Réouverture des nominations

Afin que le résultat d'un référendum soit valide, au moins 10 % de tous les membres de la Fédération doivent avoir exercé leur droit de vote. »

3.11 First Reading Bylaw 3.13.8.3

WHEREAS the General Assembly (GA) is the highest decision-making body of the SFUO;

WHEREAS all GA motions currently require an equal number of signatures, except for the specific category of impeachment referendum motions;

WHEREAS there are many motions that could cause just as much instability and/or damage as an impeachment;

WHEREAS the current Constitution effectively privileges the position of every elected member above everything else;

WHEREAS the process to bring motions to the GA should be as simple and as consistent as possible;

WHEREAS the current system (of 100 signatures) for all other motions has shown itself to be effective;

BE IT RESOLVED that article 3.13.8.3 of the SFUO Constitution be removed.

Moved : Nick Robinson

Seconded : Tony Bui

Defeated

Première lecture règlement 3.13.8.3

ATTENDU QUE l'Assemblée générale (AG) est la plus haute instance de la FÉUO;

ATTENDU QU'en ce moment, toutes les résolutions de l'AG nécessitent un nombre égal de signatures, sauf ceux qui impliquent un référendum de destitution;

ATTENDU QU'il existe beaucoup de résolutions qui pourraient causer autant d'instabilité ou de dommage qu'une destitution;

ATTENDU QUE la Constitution actuelle à l'effet de privilégier les postes des membres élus avant tout autre chose;

ATTENDU QUE le processus pour apporter une résolution à l'AG devrait être aussi simple et cohérent que possible;

ATTENDU QUE le processus actuel (dont 100 signatures) pour toutes autres résolutions semble bien fonctionner;

QU'IL SOIT RÉSOLU QUE l'article 3.13.8.3 de la Constitution de la FÉUO soit supprimé.

3.12 First Reading Bylaw 3.13.10.7

WHEREAS the General Assembly (GA) is the highest decision-making body of the SFUO;

WHEREAS no GA has yet to meet quorum since its introduction in 2014;

WHEREAS students have raised concerns over the one-sided nature of the GA when it fails to meet quorum;

WHEREAS students come to the GA with the expectation of being able to have a say on the motions presented, and should be allowed to do so;

WHEREAS the SFUO should strive to include as many students as possible in all steps of any decision-making process;

WHEREAS the GA should not be able to make any binding or official decisions when it fails to meet quorum;

BE IT RESOLVED that article 3.13.10.7 of the SFUO Constitution be amended to read as follows:

“All General Assemblies will require a quorum of 1% of membership of the SFUO. No business may be officially considered unless quorum is met. However, following the chair’s discretion, all business may be unofficially considered.”

Moved: Nick Robinson

Seconded: Tony Bui

Defeated

Abstentions noted from:

Jocelyn Cadieux, Dahlia Adrien , Erin Chapman, Francesco Caruso

Move to call the question

Moved: Setti Belhouari

Secunder: Hadi Wess

Carried

Motion to amend:

If permitted by the chair, unofficial consideration of business is limited to discussion of the motions that would have been officially debated had quorum been met. The chair is to moderate discussion, following Robert's Rules of Order as would normally be applicable to a meeting where quorum has been met. No votes may occur in unofficial business.

Moved: Francesco Caruso

Seconded: Princejeet Singh Sandhu

Defeated

Noted Abstentions from:

Erin Chapman and Jocelyn Cadieux

Première lecture règlement 3.13.10.7

ATTENDU QUE l'AG est la plus haute instance de la FÉUO;

ATTENDU QU'aucun AG depuis 2014 n'a réussi à atteindre le quorum;

ATTENDU QUE beaucoup d'étudiants se sont dits insatisfaits avec la nature unilatérale des AGs lorsque le quorum n'est pas atteint;

ATTENDU QUE les étudiants se présentent à l'AG avec l'espoir de s'exprimer sur des résolutions, et devraient avoir le droit d'en faire autant;

ATTENDU QUE la FÉUO devrait faire de son mieux pour inclure autant d'étudiants que possible dans tous les processus décisionnels;

ATTENDU QUE l'AG ne devrait pas avoir le pouvoir de prendre des décisions officielles et contraignantes;

QU'IL SOIT RÉSOLU QUE l'article 3.13.10.7 de la Constitution de la FÉUO soit modifié pour lire :

« Un quorum de 1 % des adhérents à la FÉUO sera nécessaire pour toute assemblée générale. Aucune affaire ne peut être traitée de manière officielle si le quorum n'est pas atteint. Cependant, suivant la discrétion du président de l'assemblée, toute affaire peut être traitée de manière non officielle. »

3.13 Miscellaneous

6.4 Fed body funding (Rizki Rachiq)

Bylaw 10 101 week (Hadi Wess)

3.13.10 GAs (Tony Bui)

2.3.1c- Membership Fees (Erin Chapman)

- 4.11.1- Method of Voting (Erin Chapman)
- 6.1.7- Financial Transparency (Erin Chapman)
- 3.2 the executive (Romeo Ahimakin)
- 3.1- BOA (Vanessa Dorimain)
- 3.1.10 Notice for motions (Nick Robinson)
- 3.1.7 BOA meetings (Jocelyn Cadieux)

3.14 Question Period

move to extend question period by 7 minutes

moved: Nick Robinson

Seconded: Vanessa Dorimain

Carried

Amend to 5 minutes

Move: Romeo Ahimakin

Seconded: Rizki Rachiq

Carried

3.15 Closing of the Meeting

Be it resolved that the meeting be adjourned at 6:20 orders of the day