



# MEETING MINUTES

**Date:** September 26, 2017

**Time:** 5:30 pm

**Location:** UCC

## Call to Order

Time: 5:42 pm

## Roll Call

### 1. Attendee Names:

#### *Executives:*

Mitchell Pratt, Owen Parker, Zach Johnson, Jill Malcolm, Crystal Mak

#### *Associate Vice Presidents:*

Kate Holmes, Sommer Knight, Tamara Kljakic, Cassandra Bald

#### *Administrative Officers:*

Mikaela Harrison, Angus Lai, Chantal Francoeur, Meaghan Irons, Andreea Bejan

#### *Commissioners:*

Gabi Christie, Hannah Tobias-Murray, Daniel Sowinski, Kait Abma, Amira Gariba, Fran Coretti, Rachel Bidulka, Eliza Mehr

#### *Department Representatives:*

Elazar Ehrentru, Shawn Dhue, Christopher Harasym, Allison Coutinho, Mike Williams, Savanna Gao, Eric Potts, Jessica Ip, Matthew Sparling, Robyn Wood

#### *USC Councillors:*

Mac Grenier, Keaton Olsen, Adam Khimji, Calvin Chao, Avnashi Dhillon, Jared Forman, Ayesha Zaman, Ben Abnett proxy for Keegan Smart, Sophie Delombre, Tom Griffith

#### *Senators:*

Shaha Yousafzai, Lauren Kim

#### *Soph Team Representative:*

Rav Datta for Allie Zohorsky

### 2. Attendees Not Present:

Chantal Francoeur, Keegan Smart (proxy Ben Abnett), Crystal Mak, Shaha Yousafzai, Eliza Mehr

## Adoption of the Agenda

- Motion 001: Add in Ratification of First Nation's Studies Rep
  - Add "ratification of First Nation's Studies Rep" to Ratification of First Year Representatives
  - Motion passed.
- Motion 002: Add under Internal Review Committee election
  - Under Finance updates
  - Motion passed.

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## Robert's Rules (Andreea)

- Going over process of Robert's Rules
  - Way that most councils delegate because it is organized, one person speaks, efficient
  - Key terms:
    - Quorum = having enough members in the room to hold a meeting
      - 50% of voting members plus 1
    - Proxy = person who attends in your place and uses your voting/ speaking rights on your behalf
    - Motion = 4 kinds of motions
      - Main motions → written motions presented to council
      - Subsidiary motion → tabling, call question (don't want to debate), extend debate, refer to committee
      - Incidental motions → come ahead of main and subsidiary motions (point of order, appeal decision of chair, point of information)
      - Questions of privilege → come first and can be asked at any time (recess, adjourn, point of privilege)

## Members' Announcements

1. *Club or Department announcements*
  - Political Science
    - PSA is having AGM on October 4 at 5:30 3036 SSC
    - Application for delegates and commissioners are due October 6 at 11:59pm
  - Wellness Commissioner
    - Wellness Centre accepting applications for volunteers/ work study for media and marketing page
    - Questions to Wellness Commissioner
  - Dan Management / BMOS
    - DMSA is selling clothing this week in SSC
  - Anthropology
    - Join Anthropology society as they are almost getting de-ratified because they don't have enough members
  - First Nations Studies
    - Indigenous Student Association having their AGM this week and elections for positions
  - Psychology
    - WPA is having AGM October 4<sup>th</sup> 5:30-8:00 3028 SSC
  - International Relations
    - AIR is having AGM this Thursday
2. *USC Announcements*
  - None
3. *Executive Announcements*
  - None

## Ratification of First Year Representatives

- No Peth Hall Rep as there were no applicants
- Ontario Hall Rep
  - Really likes the welcoming feel of Western
- Off Campus Rep
  - Really likes how resourceful and beautiful campus is

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- Med Syd
  - Really like how appreciative everyone is so far
- Saugeen
  - Really enjoyed that there have already been 5 fire alarms so far
- Delaware
  - Really likes that she already feels like she is part of the family
- Essex
  - Really likes all the opportunities given to students so far
- Elgin
  - Really likes that the professors are welcoming and nice
- Motion for 2-minute question and answer period
  - Motion passed.
- Question Period:
  - If you could have anyone perform at Western who would it be?
    - Saugeen Rep – not Mariana’s Trench
    - Delaware – Weeknd
    - Essex – Migos
    - Elgin - David Bowie
    - Med Syd – David Bowie
    - Off Campus – Paramore
    - Ontario Hall - Mariana’s Trench
- Vote of Confidence
  - Voting as a group not individuals
  - Motion passed.
  - Ratified.

## **Ratification of First Nation’s Studies Representative**

- Donica Stonefish
  - From Walpole Island and grew up in near London
  - Position means a lot to her as she has worked within the program for a long time, the program director and the Indigenous Students Association (ISA)
  - Really excited to get to know everyone on council
- Motion for a 2-minute question and answer period
  - Motion passed.
- Question period:
  - DAN Rep
    - Are you still a student? Yes she is
  - Zach VP Academics
    - What events do ISA have planned for the year?
      - They have their powwow, info session on barriers faced as students, and come together to gain awareness on First Nations Issues, culturally relevant events for students who want to learn more and for Indigenous students on campus
- Vote of Confidence
  - Motion passed.
  - Ratified.

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## Reports

### 1. Executive Report

#### Presidential Updates:

- General Members
  - Tell Meaghan that you were present to ensure that your attendance is recorded
- Charity Bar Night
  - Raised \$1450 FOR London Children's Health Fund
  - Jillian sold 64 wristbands
  - Shawn sold 29 wristbands
  - Special shout-out to Rachel for social media outreach
- Locker Sales
  - Make sure you push sales to friends
  - Emphasize convenience and price
  - \$40 - buy from the office
  - 20 left to sell
- Office Hours
  - Sign up on the sign up sheet
  - Add in extra soph office hours
  - Make sure you are attending office hours
- Initiatives
  - Executive is here to help you pursue your initiatives and issues

#### Finance Updates:

- Weekly Update
  - Potential revenue streams
    - Textbook sales
      - Textbooks in SSSC office
      - Tell first years/ sophs so they can get sold
    - Bottle drive after FOCO?
      - Jillian – a lot of work for very little return
      - Elazar – should do it later in the year
    - Any other ideas for fundraising tell Owen
- Annual Budget Update
  - Budget based on last year 2016-2017 (low spending budget)
    - *Total revenue = \$22,079*
      - Mostly USC
        - 3 installments throughout the year
      - Concert and Academic conference
      - Other (locker sales, textbook sales, new ideas)
    - *Total expenses = \$16,550*
      - Administrative (general and appreciation food)
      - Events (charity initiatives, wellness initiatives, concerts and pub nights)
      - Promotional materials (general promotion, council t-shirts)
      - No formal this year
        - Not lucrative venture
      - Honoraria (President/ VPs, Others)
      - Orientation (soph training)
      - Retreats (Axe throwing, executive retreat, second retreat)
      - Charity donation

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- Yearly profit = \$5,529
- Starting balance = \$8,700
- Ending balance = \$14,229
- Idea is to use money in best possible way to have a good year for social science students
- Projected budget 2017-2018 (high spending budget)
  - *Total revenue = \$24,279*
    - Increase concert revenue
    - Charity fundraising increased
  - *Total expenses = \$25,150*
    - Increase events spending and number of events
      - Include international initiatives
    - Increase general promotion
    - Charity donation
      - \$3000 donation goal for the year
  - Yearly profit (loss) = -\$871
  - Starting balance = \$8,700
  - Ending balance = \$7,289
- While we would end up with a loss, there is still a lot of money for next year
  - Achievable and now there are more events
- Things to remember:
  - No such thing as a perfect budget
  - We are a not-for-profit organization so we don't have to make money
  - The money we are provided and raise ourselves is used to enrich the lives of SS students throughout the year
- Questions on budget:
  - Elazar: why are we increasing concert spending?
    - Will increase revenues, can have better artists, and enriches student experience
  - Keaton: Why isn't SDF included?
    - Purely operating budget for SSSC itself
    - Committees later
      - Technically have access to \$350,000 from SDF
      - Goes to other aspects of Social Science
  - Christopher: Contingency plan for textbook sales revenue if it is lower than expected?
    - Last year, from all fundraising events they got \$3,300
    - This year's budget that amount was split amongst the income line items for locker sales, textbooks and other rather than a lump sum amount
    - 0 textbook sales wouldn't have a huge effect as other fundraising areas would still help achieve profit that could make up for it
  - Calvin: no longer doing sweaters but can we each pitch in for a sweater still?
    - Executive still likes sweaters but this year councillors will have to buy their own sweaters rather than a subsidy from SSSC
    - Jill: We are getting baseball shirts subsidized and ¼ zip sweaters will be paid for each
  - USC Councillor: Jill mentioned selling merch, is that not a revenue source?
    - Jill: still unsure if we will do this but shirts would go in "other" fundraising that could compensate for other expenses

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- Tom: books in the office are older editions that can't be sold for full value; also, we have 100 people in a faculty of 7,000 and we are generating in our operating revenues around \$.80 per student per year so we should really try to come up with additional ideas
- Andreea: Emily's idea to donate textbooks to Textbooks for Change and allocating revenue to charity
- Charles: decision for why we aren't having a formal
  - Mitch: recommended in past to cut formal as it is not a well-attended event so they decided to cut it and use the funds toward other revenue streams
  - Owen: event has always been run at a loss so they decided to reallocate the money to have less but higher quality events

## Communications Updates:

- Welcome to first year reps
  - Introduce yourself to new council members
- Current Promotions
  - Council members need to update cover letters to inform others about events, share events on social media, and speak to your friends in social science
  - Like SSSC on Facebook, Instagram etc
- Council Headshots
  - Almost all taken but the rest be collectively done asap
  - Final shots are waiting to be edited and watermarked and then will be shared
- Committee Elections
  - Possible communications Committee
  - Vision:
    - Tasks depend on skillset
    - Helpful to have a promotions committee and design staff
    - Showcase what the council does for students using livestreams, photos, videos etc
    - Autonomy for the committee based on their skills
    - Can work with USC Street Team as well

## Events Updates:

- Charity events this Semester
  - First year Academic Wellness
    - Reach out to first years
    - Study tips, soph questions, counsellors speaking
  - Canadian Blood Services Drive
    - Please donate and tell people to donate
    - Eventually change cover photo
- Council Promotion
  - Shirts in 2-3 weeks and can be picked up in council office
  - Possible selling SS merchandise to students
    - Contact if you have graphics skills
- Feedback
  - Bar night
    - Did you like it? What other social events would you like?
  - Wellness Marathon
    - Feedback survey soon

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## Academics Updates

- Academic Conference Committee
  - Elections are today
  - Tuesday October 3<sup>rd</sup> at 5:30 – Room TBA
  - Help plan the most exciting event of the year
    - Catered by Wave
    - Awesome guest speakers
    - Student and professor discussions
- EPC
  - Cancelled this month
- Dep Rep Class Meetings
  - Promoting Council and Wellness Events
  - If Dep Reps need help contacting profs or have questions see Zach
- Internet Commissioner
  - Dep Rep emails all set up
  - Except for First Nation's Studies Rep

## 2. Senate Report

- Lauren and Shaha:
  - Senate controls all academic policy at Western (new programs, program changes, exams etc)
  - Senate student reps sit within Senate
  - Senate meeting last Friday
    - Janice Deacon apologized to students for loss of course materials
      - To keep in line with copy right laws they had to delete everything
      - Took full responsibility
    - Senators are unimpressed and want them held to higher standard
    - Initiative on pass/ fail courses
      - Gives you more freedom to take courses outside of your program/ faculty
      - 1.0 of courses during your time at western to take a pass/fai course
    - Syllabus database
      - Look at past syllabi to compare classes
      - Allows you to know what you are enrolling in
    - Student Wellness Strategic Plan
      - Plan that works with academic policies that well work better for students
      - Welcome input from students on how to make this work
    - 3 in 23 Hour Rule Review
      - working to getting this amended to reduce student stress
      - very beginning stages
    - Thursday at 10am in UCC Atrium
      - Meet and greet with coffee
      - For all student senators
    - Questions?
      - Like "Western Student Senator's" page on Facebook
      - Win a Spoke gift card

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## 3. USC Report

- Calvin/ Matt/ Keaton/ Adam/ Jared:
  - Advocacy committee:
    - Transgender bathroom
      - Passed a motion
      - Met with Ally Western
      - Want an ad hoc committee
    - Nap room
      - Not going to happen
    - Pedestrian safety
      - Accident a few weeks ago raised concerns over safety
      - Removed from agenda
  - Meeting tomorrow
    - Will be the first meeting
    - Updates and changes to Health Services and Mental Health services
  - Review on Bylaw 2
    - Tobi is putting forward a motion jointly with Vice Provost
      - 10 million each from university and USC to revamp the Thames Hall
    - Harmonize relations between Senators and USC

## Elections

### 1. Committee Breakdown

- Essential part of council that deals with certain issues
- Finance Committees:
  - SDF Committee
    - Responsible for department requests for money for events
    - Last year's council reformed the SDF so this year will be understanding what the reform is and implementing it
      - Follow up on implemental
      - What is working/ we like etc
    - Push to talk about how we can spread word of finance to the rest of the faculty
      - Do a lot of great stuff with SOGS/ DOGS but people not in council don't know about it
      - SDF series to promote what Finance does
    - Who can join:
      - USC councillors, senators
  - Finance Committee:
    - Handles requests from students
    - Departmental organizational grants allocation
    - Who can join:
      - USC Councillor
      - Dep Rep
      - First year Rep
      - Students at large/ general members
- Events Committee:
  - Department reps, first year reps
    - Help plan events



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- Academic
  - Plan conference
  - USC Councillors, department reps, first year reps
  - Work with profs, choose food, choose breakout sessions etc
- Internal Review:
  - Look at the old constitution and ensure that council is running smoothly
  - USC Councillors, Dep Reps
- Communications Committee:
  - More info to follow
- Committee Nominations:
  - Finance Committee:
    - Adam – USC Councillors
      - Part of council for a few years; knows a lot of students; loves finance, it is fun
    - Tom – USC Councillors
      - ‘Swap me out – it sounds boring’
    - Chris – Dep Rep
      - DAN Rep; finance team last year; understanding of way finance works from club and council side
      - Question: what would be an ideal proposal that finance would get that includes everything we are looking for?
        - Clear and concise numbers, short description of event, outlines 3 pillars of finance (positive impact, number of students), each line item would show how it benefits students
    - Eric – Dep Rep (not accepted)
    - Savanna – Dep Rep
      - Econ dep rep; finance committee last year; loves finance; familiar with role
      - Question: what would be an ideal proposal that finance would get?
        - Event for Model UN may be accepted if it benefits enough students and they outline the event fully
    - Nicole – 1<sup>st</sup> year
      - Finance is a passion; want to ensure that money is allotted to going to the right places
      - Question: in committee there are a lot of proposals for events, conferences etc in all different areas of university, but to you what would be coolest student event possible?
        - Something that would involve an activity for everyone
        - During oweek there were a lot of different evens that fit everyone’s preferences
    - Anna – 1<sup>st</sup> year
      - In high school was a part of student council; had a lot of funding requests; in BMOS and looking to go into finance; strong understanding of finance
      - Question: in committee there are a lot of proposals for events, conferences etc in all different areas of university, but to you what would be coolest student event possible?
        - Ideally the event would touch on all the programs in the SS faculty so everyone feels welcome

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- Eliza – General Member
  - Owen → no official general members at this time so they will be selected after the 4<sup>th</sup> meeting
- VOTE:
  - On Committee: Anna, Chris, Adam
- SDF Committee:
  - Keegan – USC Councillor
  - Avnashi – USC Councillor
  - Tom – USC Councillor
  - Sophie – USC Councillor (declined)
  - All Senators already on committee
  - No vote as there are 3 councillor positions and only 3 nominations
    - On Committee: Keegan, Avnashi, Tom
- Internal Review:
  - Ayesha – USC Councillor (declined)
  - Jared – USC Councillor (declined)
  - Keaton – USC Councillor
  - Mac – USC Councillor (declined in hopes of getting events)
  - Sophie – USC Councillor
  - Elazar – Dep Rep
  - Savanna – Dep Rep
  - Shawn – Dep Rep
  - Mike – Dep Rep (declined)
  - Zach – 1<sup>st</sup> year Rep
  - No vote as there is exactly the right amount of nominations and positions
    - On Committee: Keaton, Sophie, Elazar, Savanna, Shawn, Zach
- Academic Conference Committee:
  - Ayesha – USC Councillor
  - Jared – USC Councillor
  - Calvin – USC Councillor
  - Donica – Dep Rep
  - Robyn – Dep Rep
  - Matt – Dep Rep
  - Jessica – Dep Rep
  - Allison – Dep Rep
  - Nicole – 1<sup>st</sup> year
  - Anne – 1<sup>st</sup> year
  - No vote as the number of nominations equals the number of positions
    - On Committee: Ayesha, Jared, Calvin, Donica, Robyn, Matt, Jessica, Allison, Nicole, Anne
- Events Committee:
  - Allison – Dep Rep
    - Generally, a very organized person; completed a workshop on organization; previously organized a successful event for Smart Steps this past summer
    - Question: if you could have any charity or event with unlimited budget what would it be?
      - Last year she volunteered with groups in London with communities that don't have strong English skills and want use the diverse background of Western students to help those people integrate into the community

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- Eric – Dep Rep
  - Part of SS soph team; experiencing planning events; likes helping others to enjoy events and having fun himself
  - Question: if you could have any charity or event with unlimited budget what would it be?
    - Becoming more interactive where instead of donating money we donate hours; get out of Western bubble and into the London community
- Mike – Dep Rep
  - Live by making the most of your experience; most wholesome way to make the best of your experience to help others make most of theirs
  - Question: if you could have any charity or event with unlimited budget what would it be?
    - Agree with Eric; like quality over quantity for events; implement a full week of little events to get a bit of everything and cater to different interests; spending time or money to contribute to the community
- Charles – 1<sup>st</sup> year
  - 5'7, Scorpio, left handed; served on student council and volunteered with local community; learned how communities and schools plan events
  - If you could summarize charity in one sentence, what does it mean to you?
    - Giving to people who need it, when you have it
    - Veterans and Make a Wish are personal favourite charities
- Drew – 1<sup>st</sup> year
  - Lots of experience planning events; O week events made her feel at home, planned lip syncing event that raised a lot of money and awareness
  - If you could summarize charity in one sentence, what does it mean to you?
    - Collective effort that we are all working toward
- Nicole – 1<sup>st</sup> year
  - President of 3 clubs in high school and have extensive background in event planning and increasing turnout
  - If you could summarize charity in one sentence, what does it mean to you?
    - Look on someone's face when you made their day
- Beenish – 1<sup>st</sup> year
  - Passion for creating positive environment for events; lots of experience with planning events in high school
  - If you could summarize charity in one sentence, what does it mean to you?
    - Empowering people and opening up youth's minds to issues faced by people on a daily basis
- VOTE:
  - On Committee: Eric, Mike, Drew, Charles

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#### *Senators:*

Shaha Yousafzai, Lauren Kim

#### *Soph Team Representative:*

Rav Datta for Allie Zohorsky

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#### *General Members:*

Emily Boucher, David Firkins, Paige Preston, Michaela Wand, Effy Walsh, Kshitij Mather, Fayez Khan, Jesse O'Neill-Bains, Eliza Simon, Robert Belanger-Polak, Dea Hamllin, Nicole Boulton (proxy Gabi), Rhiannon Wells, Andy Martell, Jack Stebbing, Jessica Orchin, Yomi Oduki, Marissa Nissan, Ben Bloomberg, Abi, Nathan Szierer, Alisha Mullay, Matthew McIntosh.

### 2. Attendees Not Present:

Chantal Francoeur, Keegan Smart (proxy Ben Abnett), Eliza Mehr

## Adjournment

Time: 7:55 pm