

Federation of Students  
**Student's Council**  
 {{ November 19, 2017 }}  
 SLC 1120/1121 (The Multi-purpose Room)

<b>Chair</b>	O'Sullivan, Elizabeth
<b>Secretary</b>	Potter Tristan
<b>Attendees</b>	Altaf, Subham Ayre, Alexander Brieve, Antonio Clarke, Antonio Clubine, Andrew Easton, Benjamin George, Rebecca Goomer, Kanishk Jowhari, Nickta Knight, Jill Mistry, Harsh Mohan, Andrew O'Sullivan, Elizabeth Potter, Tristan Schwan, Brian Shibli, Aisha Simpson, Abigail Small, Jason Terzian, Hagop Tran, Tomson Velling, Seneca Xu, Wenyu Ye-Mowe, Stephanie
<b>Expected Absences</b>	Mills, Cameron

## Order of Business

*In an effort to be more clear around the process being followed for the meeting, this agenda was constructed with notes from previous and current officers of Council.*

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Call to Order	<b>Error! Bookmark not defined.</b>
Appointment of Officers	<b>Error! Bookmark not defined.</b>
Approval of the Agenda	<b>Error! Bookmark not defined.</b>
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## Preliminaries

*Adding items to the agenda requires a two-thirds vote, although new items of business can still be raised without needing that vote once the entire agenda is complete.*

### *Call to Order*

**Be it resolved that** the Speaker calls the meeting to order at 12:30 PM.

### *Approval of the Agenda*

**Be it resolved that** Council approve the agenda as presented.

## Approval of the Minutes

*The minutes of a meeting are the official record of what happened at that meeting, and contain the authoritative versions of the actions taken at the meeting. If there are significant reservations about the minutes, the approval may be dispensed with, and the minutes will be returned at the subsequent meeting for approval.*

### *Approval of the Minutes*

**Be it resolved that** Council approve the minutes of the October 22<sup>nd</sup> 2017 meeting as presented.

## Reports

*Motions arising directly out of a report, including to adopt recommendations in the report, may be considered immediately after the report without having to wait until later in the meeting. No action is required to receive a report. If Council decides to adopt or accept a report, then it is endorsing the entire report and not just the recommendations.*

### *Executive Reports*

Each executive will highlight key aspects of their written reports in an oral report that lasts no longer than 2 minutes, to be followed immediately by a question period lasting no longer than 10 minutes per executive.

1. President
2. Vice President, Internal
3. Vice President, Operations and Finance
4. Vice President, Education

### *Report from the Officers of Council*

To be delivered orally. Any questions relating to the report or any other matter may be asked following the oral report.

## Special Orders

*A special order is an item of business that will take precedence over all other business at the designated time for the special order. As it suspends the normal rule that each item must be disposed of before another can be brought up, setting or removing a special order requires a two-thirds majority vote unless originally included in the agenda.*

## Business Arising from the Minutes

*Business arising from the minutes is business carried on to a meeting from the previous meeting.*

## General Orders

*A general order is an item of business that is ordered to be taken up at a meeting. Time limits to discussions*

*indicate the point at which the Speaker will end the discussion unless Council directs otherwise.*

Be it Resolve Council appoints \_\_\_\_\_ and \_\_\_\_\_ to the two council seats on the Task Force looking into the structure and engagement at general meetings. – Antonio Brieva

Be it Resolve Council approves nomination period for Feds' elections start November 20 and end January 15; Campaign period to begin January 22 and end February 7 (at 10 pm); and voting period will start from February 5 (at 10 am) till February 7 (at 10 pm). – Antonio Brieva

## New Business

*Any Councillor may raise any item of concern during new business. Generally, long discussions without a specific motion before Council should be avoided, and are technically against the rules of procedure. If a Councillor has any questions about the procedure, form, or content, they should ask the Speaker.*

## Adjournment

Adjournment scheduled at 3:30 pm.

# Acknowledgments

Some recognition of effort is required for the past and current officers of Student's Council, as their hard work has led to vast improvements to the efficiency and efficacy of this body, including in the improvements made in the construction of this agenda and the attached minutes. The following members in particular have devoted an extraordinary amount of time and effort to the cause of amplifying discussions on student issues and improving the clarity of debate:

- Alexander Wray (Speaker, 2016-2017), for his efforts to run concise and productive meetings.
- Andrew Clubine (Speaker, 2014-2015), for his efforts in introducing transparent procedure to the operations of Council.
- Sacha Forstner (Secretary, 2016-2017), for his efforts in bringing the operations and decisions of Council to the at-large student population.



# **Antonio Brieva President Report**

November 2017

Federation of Students  
University of Waterloo

## *Annual General Meeting (AGM)*

- The general meeting was an overall success. We met and sustained quorum throughout the entire meeting, which allowed us to get through all the items of business on the agenda.
- The task force proposal passed at the AGM – looking into engagement and structure of AGMs/GMs – is of particular interest to council. There is a motion in front of Council looking to appoint two Councilors to the task force – which will be looking into the role Council plays or should play when we are holistically reviewing how we conduct and execute AGMs/GMs from a governance perspective. In addition, the task force evaluate how to implement electronic ballots as it reviews engagement at AGMs/GMs.

## *Q&A Panel on Student Mental Health*

- This term, the AGM was themed around student mental health on campus. As a result, we collaborated with campus wellness to organize a Q&A Panel on student mental health. The purpose of the Q&A panel was to disseminate information about the work the PAC-SMH, and its supporting panels, are doing to address mental health at UW; and provide a forum to ask questions and have tough conversations around what we've done, what we're doing, and what we all can do to address student mental health on campus.
- The physical turnout was not what we wanted, despite our best efforts to communicate and promote it to the broader campus community. Although we only had 30-60 people in attendance at any given time, the conversation was fruitful, honest, and engaging. It was invaluable to have the Associate Provost, Students and President Hamdullahpur sit and listen to the nature of the conversation.
- Our online audience numbers were much better than our in-person attendance. We had close to 2,000 students tune into the Facebook Live stream. Received great feedback from students in the week or two after.

## *Federal Advocacy: UCRU Advocacy week in Ottawa*

- The VP Education and I spent the week of November 6-10 in Ottawa advocating to federal stakeholders. Other executives joined us from our federal advocacy coalition, which I am the Chair of this year. Overall, we scheduled and executed 50 meetings throughout the week.
- Here is a brief summary of our federal advocacy priorities this year:
  - Indigenous students:** The Federal government should consult indigenous student groups as they review the PSSSP program; and create a pool of grant funding to support reconciliation and indigenization initiatives on campuses.
  - International students:** The federal government should count international students' co-op terms as eligible work experience when applying to permanent residence (PR).
  - Canadian Student Loans Program:** The federal government should repurpose 1.5 billion worth of tax credits to upfront grants in the form of student financial aid.
  - Undergraduate Research:** Increase the number of undergraduate research opportunities under SSHRC and CIHR using the USRA model under NSERC; and track & release data on annual basis pertaining to undergraduate research in the sector.
- We are in the process of mapping out what our follow-up looks like post-advocacy week.

## *PAC-SMH: Student Experience Panel*

- We have one more month to finish our work as a panel and as a committee.
- The three working groups have been busy conducting their work: the research-working group is preparing a literature review on some best practices across the sector (from the student experience lens); the survey-working group built, administered, and promoted a survey to students. As of early last week, the survey had close to 1,500 responses; and finally, the interview-working group is conducting interviews on students that represent different demographics on campus.
- The work of these three working groups will be compiled and sent in a 15-page report to the PAC-SMH committee before the Christmas break.



## **1.0 Executive-Related Activities**

### **1.1 Committees:**

#### **President's Advisory Committee**

**Synopsis:** Hasn't met this term

#### **Policies and Procedures Committee**

**Synopsis:** Met on September 12. The Committee went through all expiring policies one last time and only have 2 outstanding policies. The committee has begun working through the Students' Council procedure updates. The timeline for procedure completion is the end of Fall term.

## **2.0 University-Related Activities**

### **2.1 Committees:**

### **University Student Relations Committee**

**Responsibilities:** Be a forum for communication between undergraduate students and senior University officers with responsibility for student relations, and address matters of concern relating to University-student relations and/or student life.

**Synopsis:** The September meeting for this committee was cancelled because the proposed agenda wasn't urgent. October will be the next time this committee meets.

### **Orientation Advisors Committee:**

**Responsibilities:** to plan and oversee orientation week at the administrative level.

**Synopsis:** This team ran an excellent orientation week and really became a strong team despite the increased turnover for the committee members.

### **Orientation Steering Committee:**

**Responsibilities:** to be the highest decision making body on orientation.

**Synopsis:** This committee will be conducting a retreat with all of the Orientation Advisors to debrief orientation week from an administrative perspective.

## **3.0 External Activities**

**3.1 Overlap – Long Range Plan:** We have received the final draft from overlap and will be adapting it to submit to the General Meeting on October 22 at 3pm.

**3.2 Governance Review (Brad Kelly):** The communication policy will be passed and a General Meeting Committee of Board was formed. The committee has met once and compiled a plan for tackling general meeting inefficiencies.

## **4.0 Meetings with Decision-makers**

### **4.1 University-level:**

Kelly McManus: Director of Community Relations

Met with her to strategize on community partnership opportunities. Discussed a strong focus on increasing traffic from past events: ie. Random Acts of Kindness and CanBuild. Also I will be following up with her on the potential for a Sustainability Initiative with the community. Community Grants – matching method, open to creativity.

Dennis Huber, VP Admin & Finance

We worked with his department to implement some changes to the quest fees bill statement and the finance website of the university to increase readability and understandability for students.

### **4.5 Other:**

- Vibrant Student Experience mini Town Hall – September 16<sup>th</sup>
- October 22<sup>nd</sup> General Meeting
- International Students Festival in Toronto – sending Campus Life
- Ontario Universities Fair – September 20<sup>th</sup>
- Peer Support Group – MATES
- We tripled our Instagram followers during orientation week 😊



# **Jill Knight**

# **Vice President Internal**

# **Report**

November 2017

Federation of Students  
University of Waterloo

### **Societies:**

- Our COPs meeting in October was a full house
  - o Topics of this meeting included faculty locker management, fall term event, IT needs and sharing of other best practices
- Our final COPs meeting of the term is happening Tuesday, November 21<sup>st</sup>
  - o Topics for this upcoming agenda will be society space, winter event on behalf of societies, planning our winter meetings (hopefully 4 again and potentially a remote meeting), and more
- The SRC and myself have continued to have one on one's with presidents that have interest in completing one – the same goes for attending executive meetings with societies (note: one on one's have also been extended to the Affiliated Colleges who attend COPs)
- Started the meetings with societies faculty representative on clarification about the roles of Feds and faculty
  - o Outcomes from these meetings are to support societies from both ends to help them succeed further

### **Wellness:**

- Athletics, Campus Wellness and Feds will be meeting November 23<sup>rd</sup>.
  - o From this meeting we will be talking about strategies that we all have, how to better our partnerships with each other and other campus groups, the concept of Wrap Up Week (is this supporting students, are students engaging with the week, etc.)
- I attended the Centre for Innovation in Campus Mental Health with our Special Events Coordinator and Societies Relations Commissioner

### **Overall Updates October/November:**

- **IAC** has been continuing to meet weekly
- **IFC** has been set up to meet on a bi-weekly timeframe – or when there are proposals
  - o Standardize meeting agenda and templates are being created for IFC and IAC to be rolled out in January
- **Wrap Up Week** happened from November 13-17<sup>th</sup> with activities such as therapy dogs, paint night and a first time partnership with athletics throughout the entire week.
  - o Next report will have a feedback update and numbers about these events
- **Volunteer Appreciation** was November 13<sup>th</sup> - free food and a swag item was given to volunteers who attended
  - o More than 200 students came to the event on Monday
- I am continuing to meet with MATES and Women's Centre advocacy directors to further their goals
- I have been reaching out to satellite campus society presidents to plan some Wrap Up week events on their campus
  - o The same practice will continue for Welcome Week Winter 2018
- I am a part of the **16 Days of Activism Against Gender-Based Violence** (below is a preview of what is going on over the next 16 days – please check the UWaterloo website for current update on events)
  - o **November 23:** Walking With Our Sisters <http://walkingwithoursisters.ca/> art installation at the Six Nations
    - Bus will be leaving WAEC at 4:30pm. Registration link will be setup on 16 days page.
  - o **November 24 – December 11:** Red Ribbon Bridge installation

- **November 27:** Campus maps begin around campus (will be in EV2, HH Hub and SMF for the whole 16 days)
- **November 30:** Faceless Dolls at WAEC
- **December 1 – 5:** ACCKWA Red Scarf project Installed at WAEC
  - Campus map at WAEC
- **December 5:** Gendered Violence Solidarity March – still being organized
- **December 7:** Wikipedia edit-a-thon focused on improving/creating pages for Women in STEM
- **Custom training** has been requested to be run in January for service coordinators, society presidents and other volunteers who are interested in “how to run an effective meeting” and “conflict management” by the Student Leadership Program
  - Note: this is optional training to improve professional development skills and leadership skills

*If you have any comments, concerns, complaints or compliments about campus life (or anything about the university and Feds) feel free to reach out!*

[vpin@feds.ca](mailto:vpin@feds.ca) | @uwFedsVPI | SLC 1104



# **Brian Schwan**

## **VP Operations & Finance**

**November 2017**

Federation of Students  
University of Waterloo

# Executive Report

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- 1) Month Summary
- 2) Current Projects /Initiatives

## Month Summary

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### **The Bombshelter:**

Bomber has developed a new catering menu that student groups will use to order from. This new menu has greater options along with more diverse offerings that are not only deep fried food. We will continue to work with groups on a one on one basis to meet their unique needs but this will allow for a greater selection for groups.

### **International News:**

Bottled water will be phased out by Jan 1<sup>st</sup> and the store will be carrying both 500ml and 1L bottle options.

### **Campus Bubble/Bento:**

We are currently working on an alternative plan to relocate campus bubble when it will need to close either in the summer or in the fall term due to construction for the SLC/PAC expansion. Feds wants to continue offering sushi and bubble tea for our community and is looking at various options and areas of where these units are able to temporarily move to.

### **Feds Used Books:**

Nothing new to report.

## Current Projects/Initiatives

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### **2.A Makers Kitchen**

The community kitchen has launched this term and we have seen a decent amount of bookings come through with student groups wanting to prepare food in the space. We expect an influx in bookings next term as more student groups become aware of this offering.

We additionally have launched a catering menu that brings food to students groups. This has been a much used service this term. From wedge sandwiches to breakfast buffet's to dinner options we have been able and will continue to fill a void on campus for affordable food service options.

### **2.B Legal Survey**

As an executive team we have decided that this will go out in January to ensure students are not distracted by other important items such as last two weeks of class which has a lot of assignments due and we discussed having a survey out over the exam period was not a great way to allow students to respond. This survey will be going out within the first week of the term and will stay open for 2ish weeks. I will be reaching out to each councillor group and societies to also push this survey to allow for a high respondent rate.

**2.C Job Fair**

We are developing a Feds PT job fair for students to be able to learn more about all the part-time job opportunities available on a termly basis. This will allow for students to see what positions are out there as well as an on the spot job screening.



#### Co-op Fee Review

The Student Advisory Panel has been selected and kicked-off. Hannah Beckett, CAC, hosted an introductory session and will be chairing the panel moving forward. A follow up meeting with the steering committee is scheduled for next week.

#### OUSA

OUSA General Assembly took place at WLU on Oct. 27-29. Three policy papers were passed: Indigenous Students, System Vision and Accountability. The press releases and full reports can be found at [ousa.ca](http://ousa.ca). Additionally, the General Assembly approved an interim (one year) policy paper on Open Educational Resources, a topic which is of high interest to Steering Committee and to the sector at large.

On November 2<sup>nd</sup>, in my role as OUSA President, I co-hosted a reception at Queen's Park to launch a report called *In It Together: Taking Action On Student Mental Health*. This is a joint publication between OUSA, the College Student Alliance, Colleges Ontario and the Council of Ontario Universities. It was received very well by elected members from government and opposition parties, and by other stakeholders in the sector.

The last week of November, OUSA will be holding an advocacy week at Queen's Park, focusing on asks about student mental health, tuition and university funding, and open education resources.

#### UCRU

An update on our federal partnership with UCRU is covered in the President's report. However, it is worth noting that we still consider this group to be our most effective option for lobbying at a federal level. Our rebranding was well-received by partners in Ottawa, we continue to gain recognition and our asks were met with positive responses all around.

#### Fall Break

The Fall break group has not met since my last update. Once a proposal is developed, it will be shared with Council and Society VPs Academic/Education.

#### EAC and GAAC

These committees have officially been joined into the Education Advisory Council. Procedures and Policies will be updated to reflect that.

#### Policy 70, 71, 72 Review

The university has begun a review of the policies governing petitions, grievances, appeals and student discipline. I am representing Feds on the committee, with support from Maya Venters, AAC.

### Open Education Resources

We will be running a campaign with other OUSA and CSA student associations on open educational resources in January. It will be a #textbookbroke campaign, similar to those done in BC and Alberta. In addition to this, we are planning a letter-writing campaign to encourage UW faculty to consider adopting open textbooks from the eCampusOntario library in the courses.