



Agenda

UWSA Board of Directors

DATE: Thursday, September 15, 2016

Time of meeting: 5:30 PM

Location of meeting: Council Chambers

Present: Ahmed Khalifa, Chase Tribble, Andrew Fu, Moussa Hamadani, Matthew Dunlop, Amber Shaheen, Yasin Avci, Youshaa El-Abed, Daniel Popaj, Zubic Zubic, Dayana Hassoun, Hagar Elsayed, Mazen Saadi, Ronald (R.J.) D'Aguilar, Justin Binkley, Layale Bazzi, Shawn Kingsbury, Idil Mahamed, Waseem Abunnadi, Makram Al-Matary, Hanan Hjjih, Dunya Badwilan, Ayub Khan, Ghadeer Alghosein (5:57 PM)

Non-Board Members: Brian Cowell (Collins Barrow Windsor LLP), Sabrina (CRO), Staff

Absent: Israa El-Sabbagh

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- 1.0 **Call to Order – 5:40 PM**
 - 2.0 **Chair's Business**
 - 2.1 **Teleconference**
 - 2.2 **BIRT Justin be appointed as facilitator**
 - 3.0 **Approval of the Agenda**
 - 4.0 **Approval of the Minutes**
 - 5.0 **Presentations to the Board**
 - 5.1 **Auditors**
 - 5.2 **By-elections**
 - 5.3 **Food Bank – Capital Costs**
 - 5.4 **Fall Meetings**
 - 5.5 **Audio-Visual for Lancer Lounge**
 - 6.0 **Reports**
 - 6.1 **Executive**
 - 6.2 **Committees**
 - 6.3 **Senate**
 - 7.0 **Unfinished Business**
 - 8.0 **Proposals/Posted Motions**
 - 8.1 **BIRT the report of the auditors be accepted (AMENDED)(PASSED)**
 - 8.1.1 **BIFRT \$3,100 be transferred from scholarship to operation fund (PASSED)**
 - 8.2 **BIRT the by-election timeline be approved as presented (PASSED)**
 - 8.3 **BIRT the UWSA approve 1,500\$ from capital budget for the initial set up of the UWSA Food Bank at the Good Food Hub (PASSED)**
 - 8.4 **BIRT the UWSA approve up to 80,000 from capital for the audio-visual for Lancer Lounge (PASSED)**
 - 9.0 **New Business**
 - 10.0 **Adjournment – 8:48 PM**

Minutes



1.0 Call to Order

The meeting was called to order at 5:40 PM.

2.0 Chair's Business

2.1 Teleconference

None

2.2 BIRT Justin be appointed as facilitator

Moved: Kingsbury
(All in favour)

Seconded: Al-Matary
PASSED

3.0 Approval of the Agenda

3.1 BIRT the agenda of today be approved

Moved: Tribble
(All in favour)

Seconded: Abunnadi
PASSED

4.0 Approval of the Minutes

The minutes have not been sent to the Board, and so the approval has been tabled for another meeting.

5.0 Presentations to the Board

5.1 Auditors

Collins Barrow Windsor (accounting/audit firm independent of the UWSA) manager Brian Cowell presented the auditor's report of the 2015/16 fiscal year:

- 1) No illegal acts, frauds or any such errors were detected
- 2) All actions are in line with standard Canadian accounting policies for not-for-profit organisations
- 3) Total expenses were estimated at \$4 million, ±\$90,000
 - a. Contrast with last year at \$3.9 million
- 4) No difficulties were encountered in their assessment, provided a letter of suggestion
 - a. UWSA has a complex implementation of HST; recommended to update as it is 20 years out of date
 - b. The Lance newspaper has overspent budget over last 3 years, which then comes out of general operations fund. At end of 2015/16 fiscal year, operated on a \$60,000 deficit. Recommendation is to reduce operations or increase student fees related to The Lance

- c. Approve a motion to transfer \$3,100 from scholarship fund to operation fund
- 5) There has been a decrease in revenue from last year to this year
 - a. Suspect is decrease in enrolment of students
- 6) Many assets are tied (e.g.: health & dental) and so create a build-up in expenses
- 7) \$380,000 surplus reserve is equal to 1-month's worth of expenses, which was recommended by the auditor to maintain in case of emergency

Discussion

Shaheen: How does The Lance budget work?

Hamadani: They receive third-party fees, but they are operating in a deficit because they have no valuable ad-space due to lack student demand for hardcopy newspapers. We are cutting their budget to eliminate print and move to electronic.

Khalifa: It is a free service for students and the UWSA provides the newspaper so going paper-free saves money.

Shawn: Our surplus reserve is on the lower end of the 3-month spectrum; would growing the emergency fund be a good idea?

Cowell: It is definitely a good idea.

Khalifa: So the scholarship fund transfer is to reimburse the operating fund?

Cowell: Yes, it is impractical to have a separate bank account for reimbursement purposes.

Dunlop: What are the requirements of the use of the special needs fund?

Cowell: It was established to meet the AODA requirements for the infrastructure, and to maintain accessibility of the establishment.

Hamadani: UWSA budgets are restricted according to need, e.g.: mental health initiatives can be funded from the health & dental budget.

5.2 By-elections

Shaheen, Alghosein left the meeting room at 6:15 PM

Chief Returning Officer (CRO) Sabrina presented the tentative by-election calendar to be approved by the Board.

By-election: Election for positions that were not filled, deemed vacant or necessary to resign. One FAHSS representative has been deemed to resign due to violation of by-law

Current positions available:

Nursing, Residence, First-Year, Social Work, Visual Arts, Schulich School of Medicine and Dentistry, Computer Science, Drama, Education, Engineering, Music & FAHSS

Candidate Nomination: September 24 – October 3, official meeting before reading week

Poster confirmation: reading week, final confirmation by October 14

Campaigning: October 17 – October 25

Voting Days: Wednesday, October 26 and Thursday, October 27

5.3 Food Bank – Capital Costs

Shaheen and Alghosein returned to the meeting room at 6:24 PM

Dunlop: UWSA provided allotted amount to the food bank in Iona College, which is affiliated with the University of Windsor. The grounds are not very well-kept, nor are they accessible to students. Lina Chaker, food activist, suggested hub model similar to Ryerson (community kitchen, garden, etc.) under one roof – UWSA can do the same.

Current information on the Good Food Hub

- \$1,200 initial set up before taxes
 - Includes shelving, renovation, lighting + sign
- Location will be at the OPIRG House with no rent
 - Located at 372 California Ave
 - Kitchen is ready, food bank opening estimated to be in a week
- OPIRG coordinators handle marketing and website of food bank
- Run by a mixed model i.e.: volunteers + work studies
- Open to registered students only
- OPIRG has a history with the apolitical University of Windsor due to previous known activist presence on campus
- Receive food from stakeholders (UWSA, OPIRG, churches, etc.) and other donations
 - 'Pantry Model' designed for students to grab what they need
 - Coordinators have final say
- Only the food bank is officially shielded by the UWSA
- Recommendations for donations are sealed items, but coordinators are responsible

5.4 Fall Meetings

Hamadani spoke to the Board about changing meeting times for the Fall term so that it is more convenient for the majority. He announced the next tentative board meetings for the fall term. Mentioned that he will send a survey out to the Board to see which time works best.

Tentative meeting dates:

September 29th, October 6th & 20th, November 10th & 24th, December 8th

5.5 Audio-Visual for Lancer Lounge

Fu asked to teleconference at 6:58 PM.

Audio-Visual facts for Lancer Lounge:

- Project undertaken by Audibility, renowned national group
- Proposal is at \$80,000, but actual cost expected to be lower
- Speakers built into ceiling, fully equipped and designed to make social events more accessible for technological interface
- Conference room built-in with sound-masking walls
- Campus Police investigated for vulnerabilities, everything approved

6.0 Reports

6.1 Executive

Shaheen noted that she would like executive reports to include future events planned for the term.

Popaj: Welcome Week was very successful, non-alcoholic events received very positive feedback, and reached up to 1,000 people at the events. Peer Support Centre was painted, and Campus Pride Centre currently being renovated. Planning Halloween event with CPC and Womyn's Centre to have a nail painting event to defy gender norms.

Zubic: Bike Share Ceremony on Friday, September 16, 2016. In the process of setting up financial literacy workshops with the WFCU to help students manage personal money. Finance Committee meeting on Thursday, September 22, 2016. Meeting will consist of approving club funding.

Tribble: How do clubs get funding?

Zubic: They fill out a request form, which has different categories. They can also request special event/sponsorships. 300\$ or below approved by VP, anything above must be approved by the finance committee.

Dunlop: Growing community relations for National Day of Action (NDoA). Went to Labour Council on Tuesday for NDoA and gained overwhelming support. Had meeting

with Pathway to Potential were students receive money from presentations to use at Farmer's Market. Goal is to give out \$1,000 a week. Bus pass distribution took a lot of time, and also worked with Humanities Research Group for promotion.

Started the UWSA snapchat (uwsa-windsor) which is growing as a great tool to promote campus events. Also started a texting service with a 95% read rate that costs nothing. Reaching out to agencies for NDoA.

Community Hub set up for Open Streets, not as big as envisioned but Fight the Fees will be there, as well as NDoA. Will also have a table for Clubs' Week. Any questions for Clubs' Week should directed to Clubs Coordinator. CFS is also coming to promote NDoA.

Hamadani: Majority of First-Years knew who UWSA was at the end of Welcome Week. Different vibe this year, incredible numbers, Campus Police acknowledged it as a very safe event. Cash Cart well-received among students – answer questions about UWSA and get prizes.

Meeting for University website, working on new SIS system for students, on the steering committee. Alumni Association sponsored Bike Share program and donated all Giving Tuesday earnings to Good Food Hub, along with WFCU.

Considering sending bus to Ottawa to lobby on Parliament Hill after NDoA; uOttawa on board as well as Lakehead. Academic Amnesty motion taken to e-vote, will discuss at next senate meeting. October will have class talks, tabling, therefore need help from the Board. Once there is a set list of tasks, will send out what is required to the Board.

Noted UPass backlash on social media and in office.

Future events: Working with The Lance and tried to get Student Pulse on Friday, but was denied membership list from Ryan Flannagan (Associate VP of Student Experience). Currently working with The Lance to develop app for students. Creating task force for Challenging Racism, Lancer Lounge due in January 2017.

Working on creating a better and free legal aid provider for students, as CLA (Community Legal Aid) reports 8/10 of their cases as having conflicts of interest. Would like to provide UWSA Legal Aid (ULA), which will have outside legal aid pro-bono.

Looking at organiser to work with Student Advocacy for campaigns to create allyships to connect different social justice circles on campus for open discussion. Free printing might go to ancillary fee if approved, also working on Nap Pods.

6.2 Committee

Student Services: Meeting on Friday, September 23, 2016. Request for more volunteers for Coming Home Music Festival.

University Affairs: Talk about academic amnesty, procedures from university for non-academic misconducts, suggestion for referendum that targets 40-50% finals.

Governance and Policy: Official meeting notice on Thursday, September 22, 2016. In the process of drafting teleconference policy (no unlimited teleconferencing) which would be noted as an addendum to the board attendance policy (3 teleconferences permitted throughout term, excluding summer).

Discussed candidate assessment i.e.: opportunity for candidate to sit in front of previous execs to have presentation on roles of representatives.

Working on making board training mandatory and counts as meeting missed if absent.

Abunnadi: Is the 3 teleconference policy now mandatory or do we vote on it?

Hamadani: Will be brought to the Board for vote.

Tribble: Could we do a test trial for the pre-screening?

Hamadani: We can give the option, but cannot mandate it. It is an informational session where no judgment can be passed.

Khalifa: 'Candidate Assessment' is a little misleading, in that case.

Shaheen: Notice that not a lot of positions are being filled.

Hamadani: Sabrina will use social media and class talks to promote the vote, looking into inviting special guests to inspire students.

Shaheen: Would like to propose a policy to have Directors sit on Society meetings.

Hamadani: This will have to be a two-sided policy to have UWSA reps on societies to come to Board meetings and vice-versa.

Dunlop: Can be added as an addendum to society by-laws.

6.3 Senate

Alghosein: Academic Policy Committee did not have quorum, so the motions were sent by email.

The senate is preparing a motion for the University in which academic amnesty be given to students on Wednesday, November 2nd, 2016. They are also preparing a motion in which the University administration notifies professors of this rule and that no deadlines be set on that day. Professors must also be given a 48-hour notice by students.

Windsor University Faculty Association (WUFA) is sending out emails before by-law passes in order to notify professors of incoming change.

Khalifa also noted that some professors might be opposed to class talks and so proposed to bring forth a motion to respect students giving class talks for candidacy and to not allow students to be reject by professors for arbitrary reasons.

7.0 Unfinished Business

NONE

8.0 Proposals/Posted Motions

8.1 BIRT the report of the auditors be accepted

Moved: Khalifa Seconded: Shaheen
(All in favour) PASSED

8.1.1 BIFRT \$3,100 be transferred from scholarship to operation fund

Moved: Tribble Seconded: Shaheen
(14/0/4) *Motion Amended*

D'Aguilar: Point of Clarification -> this is an amendment to the original motion

Final vote on motion

8.1 BIRT the report of the auditors be accepted and;

8.1.1 BIFRT \$3,100 be transferred from scholarship to operation fund
(14/0/4), therefore it PASSED.

Hamadani asked those who abstained, if they wanted, to explain their position.

Abunnadi: Did not understand the purpose behind the transfer.

Alghosein: Was not present for the presentation.

8.2 BIRT the by-election timeline be approved as presented

Moved: D'Aguilar Seconded: Khalifa
(17/0/1) PASSED

8.3 BIRT the UWSA approve \$1,500 from capital budget for the initial set up of the UWSA Food Bank at the Good Food Hub

Moved: Shaheen
(All in favour)

Seconded: Khalifa
PASSED

8.4 BIRT the UWSA approve up to \$80,000 from capital for the audio-visual for Lancer Lounge

Moved: Tribble
(17/0/1)

Seconded: Kingsbury
PASSED

9.0 New Business

Day of Decent Work: 52 spots available on October 1st on Greyhound from Windsor to Toronto for the movement.

El-Abed presented a project where he is representing the University on the Council of Ontarian University (COU) on recommendation of the Associate VP of Academic, Jeff Berryman. He would like to work with the council to increase the value of universities, thereby increasing funding and budget allocated to Ontarian universities. Would like to set up a team in which there would be a 3-year initiative 1) online survey, 2) data analysis and 3) working with data to provide solution.

Alghosein suggested to also try and get an answer as to why university and aboriginal funding is decreasing because there is no direct answer.

Hamadani suggested to the Board to have a leader for faculty representatives and a leader for senate to which would provide a liaison between the executive team and the Board. This is an informal suggestion.

10.0 Adjournment – 8:48 PM

Moved: Shaheen
(All in favour)

Seconded: Kingsbury
PASSED