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Proposed  
Agenda



UNIVERSITY OF WINDSOR  
**STUDENTS' ALLIANCE**  
LOCAL 49 MEMBER OF THE  
CANADIAN FEDERATION OF STUDENTS

UWSA Board of Directors

November 23<sup>rd</sup>, 2017

6:00 PM

CAW Board Chambers

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**Directors/Senators Present:** Abraham Abduelmula, Ahmed Abdallah, Ahmed Khalifa, Aine Donnelly, Amanda Skocic, Amy Bui, Andres Curbelo-Novoa, Dastu Ibrahim, Hagar Elsayed, Jonabeth Martinez-Herrera, Kafilat Wole-Sowole, Liam Adams (Chair), Navjot Deo, Rana Habib, Sahibjot Grewal, Serdar Ismail, Yosra Elsayed Elsayed,

**Board Observers Present:** Jeremiah Bowers (President), Sheldon Harrison (Executive), Khushboo Ahuja (Board Secretary), Matthew Dunlop (Board Facilitator),

**Absent/Sent Regrets:** Admira Konjic, Dana Attalla, Maria Hamilton, Sarah Noureddine, Zeina Merheb

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**1.0 Call to Order**

**2.0 Chair's Business**

2.1 Teleconference

**3.0 Approval of the Agenda**

**3.1 BIRT the proposed agenda be adopted**

**4.0 Approval of the Minutes**

4.1 Minutes of November 9<sup>th</sup>

4.2 In-Camera Minutes of November 9<sup>th</sup>

**5.0 Presentations to the Board**

5.1 Board Orientation Policy

5.2 Laptop Loaner Program

5.3 GM Evaluation Process (In Camera)

5.4 Honorarium for Mr. Ahmed Abdallah's Services

**6.0 Reports**

6.1 Executive

6.2 Committees

6.3 Senate

**7.0 Unfinished Business**

## **8.0 Proposals/Posted Motions**

**8.1** *Whereas* there is no process in place to transition new Board members, and  
*Whereas* it is essential that every Director is immediately engaged and connected with their peers and with the Board of Directors as a governing body,  
**BIRT the Board Orientation Policy, as presented, be approved.**

**8.2** *Whereas* concerns have been raised regarding the Attendance Policy,  
*Whereas* the Canadian Federation of Students has given recommendations to make the policy more accessible to all varieties of students, and  
*Whereas* the Governance Policy has heard these concerns and recommendations,  
**BIRT the Board Attendance Policy, as presented, be approved.**

## **9.0 New Business**

## **10.0 Question Period**

## **11.0 Adjournment**



## MINUTES of the Meeting as Occurred

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### 1.0 Call to Order

The meeting was called to order at 6:00 PM.

### 2.0 Chair's Business

#### 2.1 Teleconference:

Zeina had requested for a teleconference but did not join the meeting on call.

### 3.0 Approval of Agenda

3.1 BIRT that the proposed agenda be approved.

**Moved: Liam**  
**(All in favour)**

**Seconded: Abraham**  
**CARRIED**

### 4.0 Approval of Minutes

#### 4.1 Public Minutes of November 9, 2017

BIRT that public minutes for the Board meeting held on November 9, 2017, be approved.

**Moved: Liam**  
**(All in favour)**

**Seconded: Ahmed A**  
**CARRIED**

#### 4.2 In-Camera Minutes of November 09, 2017

BIRT that the Board move in-camera, with the President to approve In-Camera Minutes of November 09, 2017.

**Moved: Anie**  
**(All in favour)**

**Seconded: Ahmed A**  
**CARRIED**

**BIRT** that Board leave in-camera.

**Moved: Sahibjot**  
*(All in favour)*

**Seconded: Ahmed A**  
**CARRIED**

**BIRT** that In-Camera minutes for the Board meeting held on November 9, 2017, be approved.

**Moved: Ahmed A**  
*(All in favour)*

**Seconded: Andres**  
**CARRIED**

## **5.0 Presentations to the Board**

### **5.1 Board Orientation Policy**

GPC presented the Board Orientation Policy to the Board. The same was shared with the board members before the meeting. GPC went through the policy again along with the board members.

One of the board members enquired if they follow up meetings are expected to happen every three months. To this the President confirmed positively saying these meetings are to be held every three months from May- to April and in case of members elected in by-elections the meetings are expected to be from September to April of each year. One of the board member also enquired about the need to have a meeting every three month. GPC confirmed that the meetings are scheduled so that every board member can meet and discuss their inputs towards how can UWSA work better for students with each passing day. The meetings are mainly inclined to align the Board Members to the UWSA goals. GPC clarified that meetings are not evaluations but are more for receiving the feedback and new ideas from the Board Members.

### **5.2 Laptop Loaner Program**

Since the presentation involved discussion about the contractual obligations of the parties involved it was suggested that the presentation be done in-camera.

**BIRT** that the Board move in-camera, with the Executives and Board Facilitator to present Laptop Loaner Program.

**Moved: Anie**  
*(All in favour)*

**Seconded: Ahmed A**  
**CARRIED**

**BIRT** that Board leave in-camera.

**Moved: Dastu**  
*(All in favour)*

**Seconded: Rana**  
**CARRIED**

**BIRT** that the board takes a ten-minute recess.

**Moved: Abraham**  
*(All in favour)*

**Seconded: Ahmed A**  
**CARRIED**

#### **5.4 Honorarium for Mr. Ahmed Abdallah's Services**

Ahmed Abdallah volunteered to take over the responsibilities of VP Finance and Operations (VPFO) in his absence (medical leave). He worked in the said capacity of a week. It was put forward to the board to decide if he should be monetarily compensated for his services and if yes what should the amount be. Ahmed Abdallah's presence was deemed a conflict of interest and he was asked to leave so the Board could discuss without any bias.

The president clarified to the board that in absence of VPFO, the roles and responsibilities is with the President. The President is not compensated in any manner for performing the duties of VPFO in his absence. Nevertheless, he just gave this as an factual information so that board can make an informed decision. It was decided by the VPFO to delegate his duties to Ahmed.

The board unanimously agreed that Ahmed should be monetarily compensated for his services. They based their decision on the fact that Ahmed put in time and efforts to make sure that the functions at UWSA continue to work undisturbed. VPFO also confirmed that though on paper Ahmed took over the role for a week, he indeed shadowed VPFO for couple of weeks before VPFO's leave began. Ahmed put in the extra efforts to make sure he can handle the responsibilities in absence of VPFO.

The board then discussed the amount of the honorarium. A few board members suggested that Ahmed should be given equivalent of VPFO's one-week salary. The board was made aware that since this is an honorarium it is not required for the amount to be equivalent to VPFO's salary but if the board thinks that he should be compensated in that manner they can do so. It was decided that the amount will be discussed in the motion to be approved and will start in the range of C\$ 200.00. Board can then decide whether they want to increase the amount and if yes then to what extent.

## **6.0 Reports**

### **6.1 Executives**

#### **6.1.1 President**

President's report was mailed to all. President had to discuss a few items (which were not on the report) but since they required to be in-camera sessions he said he will discuss them under new business. One of the board member asked the President to elaborate about the 'What's up with the UWSA' updates mentioned in his report. He said that this will be update to the membership by mass email and social media. It will highlight the goals or any accomplishments by each executive of UWSA. This will help in keeping members them informed and involved with the work of UWSA. One more question asked was about the Society President Council meeting held and the low attendance by the members in that meeting. President confirmed that the meetings will continue to be held. GPC is working on club funding process as finance department too wants an input. Once that is done it will be presented in the meeting. He is planning to meet every society president one-on-one discussing their individual concerns as society. He hopes this will encourage them to attend the Society President Council meeting.

#### **6.1.2 VP Finance & Operations**

VPFO began his report by thanking Ahmed A for his work. Ahmed has worked on the Clubs coordinator position and the Finance committee and updated VPFO of the week's happening. He welcomed the new members of the Finance Committee. VPFO also mentioned that he along with operating committee have been discussing about giving out some type of price for the attendance at the SGM. The actual prize is yet to be determined but it will most probably be cash equivalent of the one portion of the term. This should encourage students to come up in large numbers. Discussion with finance team has confirmed that the VPFO budget can accommodate this. Execution of the idea is still to be discussed. VPSS wants to arrange a Skiing event for students; especially international students. Sheldon reported that this proposed event was being planned after the Frost week. So, budgets and finances are being worked for the same. VPSS will have more details of the event. VPFO will be assisting the General Manager with the writing of grants; specifically, to add dollars to the coordinator's budgets. This will start mid-December to Spring time. If the grants get approved they would not be a part of this year's budget.

One of board members asked if they can get a report/update about 'Hum' before the grand opening. Also, if the date/time/venue can be provided to all. VPFO agreed to work on this and get back to the board.

### **6.1.3 VP Student Service**

VPSS was not present at the meeting but the report was presented by Andres on her behalf. Below is the report:

- Hiring for Campus Pride is going to happen next week.
- Almost everything has been finalised for Frost Week. A revert is awaited from the Escape room people. Graphics are also being worked on.
- She requested board members (and also to pass on the message to the members) to buy purple scarfs from the Womxn Center.

## **6.2 Committees**

### **6.2.1 Student Service Committee**

Andres along with Sarah and the Womxn Center got in touch with the health unit regarding the empty plastic containers in the washrooms at CAW which should have condoms in them. These containers have remained empty for long time now. They arranged a shipment of ten thousand condoms from the health unit and refilled the plastic containers in the washrooms (both male and female) with the same. One more initiative Andres is working on is bringing back the 'Pee in the Cup' or drug test for the Frost week. He is working on many such other harm reduction initiatives. Ideas are welcomed by all.

### **6.2.2 Finance Committee**

Six clubs presented to the finance committee and four were approved by them. They have been in touch with the clubs communicating on regular basis with them.

### **6.2.3 Governance & Policy Committee**

GPC is going to focus on internal governance structure of UWSA. They were working on the Board Orientation Policy which was presented today. They are working on the In-Camera Meeting policy. The same will be presented once the final draft is prepared. They are also working on the concept of the equity commissions. Equity

commissions is basically touching the base with students of different equities and getting their feedbacks/concerns to the board. They are working on nominating policy which will accompany the motion which will be presented in the SGM. There is a motion in SGM which states that board will be able to appoint interim officials. Nomination Policy is working on proper execution of this motion. They are also working on 2018-2020 strategic vision which outline board's strategic priorities and goals.

#### **6.2.4 University Affairs Committee**

Three initiatives were selected to be focused on for the rest of the year (until April 2018). Each Senator is tasked to gather substantial research on the first initiative (Removal of Voluntary Withdrawals on Transcripts) by the next University Affairs Committee meeting on November 28 2017. At this meeting, we will be inviting Maria Giampuzzi, University Secretariat, who will be assisting us with our initiatives.

Initiatives:

- a) Removal of Voluntary Withdrawal on Transcripts
- b) No Evaluation Worth More than 40%
- c) Implement Requests for Academic Relief

#### **6.2.5 LSRC**

LSRC committee meetings was been attended by the Sheldon in absence of the President and will be continued to be attended by him. There are two committees of LSRC – LSRC Steering Committee which handles design and construction and LSRC Agreement Committee which handles the governance behind it. Students (UWSA+OPUS+GSS) are paying 80% and remaining 20% is paid by the University for the LSRC Building. LSRC Steering Committee are finalizing the details of the design which will be discussed in the New Business. LSRC Agreement Committee are trying to finalize a contract that will stipulate how the financial relationship will work going forward. The construction is expected to start mid-September or early October 2018 and building is expected to be operation by 2021-2022.

### **6.3 Senates**

Ms. Amanda Skocic proposed for specialized training on LGBTQ+ folks within the Student Counselling Centre. She will be meeting with Dr. Mohsan Beg (Director of Student Counselling Services) on Friday November 24 to discuss this approach.



Mr. Tony Vo informed member of the FAHSS app and the initiative to engage first year FAHSS students to speak to a learning specialist through the app. Throughout the term, student leaders within FAHSS will be featured on the app. It is encouraged that the FAHSS representatives download the app, "UWin FAHSS", and inform their constituents.

Ms. Zeina Merheb will be meeting with Anna Kirby, Executive Director of Campus Services, to discuss parking issues (it was announced that the parking spaces - two lots under the bridge - were "replaced", not reduced to the space lot of the bridge next to 7/11). Ms. Zeina Merheb will be meeting with Mr. Ryan Flannagan to discuss recycling strategies.

Ms. Amy Bui will coordinate with Beth Oakley, Director of International Student Centre, to receive more information about CLA's (Community Legal Aid) satellite office and to request to extend hours.

## **7.0 Unfinished Business**

There was no unfinished business to discuss

## **8.0 Proposals/Posted Motions**

**8.1** Whereas there is no process in place to transition new Board members, and  
*Whereas* it is essential that every Director is immediately engaged and connected with their peers and with the Board of Directors as a governing body,  
**BIRT the Board Orientation Policy, as presented, be approved.**

**Moved: Ahmed A**  
**(All in favour)**

**Seconded: Dastu**  
**CARRIED**

**Discussion:** The board was informed that this policy will be implemented with immediate effect. GPC again confirmed that these meetings are not for evaluations but more like skills assessment. The meetings will be arranged around the board of directors' schedule.

**8.2 BIRT** the item 8.2 be tabled and referred to GPC

**Moved: Abraham**  
**(All in favour)**

**Seconded: Hagar**  
**CARRIED**

**Discussion:** The Board attendance policy was presented to the board by the GPC. The amendments were highlighted to be more inclusive of all students on the Campus. Family and personal emergency have been included in the policy. Also, they suggested that the teleconference limitations not be applied to cooperative education for students in one semester when they are not accepted to be on campus.

A couple of board members brought it to the notice of GPC that they have clinicals and consolidations which they must attend. These are mostly in the month of the May/June and number of days can vary depending on which year of school one is. They further clarified that they can chose the day of their clinicals, but consolidations are decided by the professor and hence they do not have a say in that. Clinicals and consolidations are mandatory and last 12 hours a day. They asked GPC to accommodate these students too. GPC confirmed that UWSA usually do not hold meetings in May but since these clinicals and considerations extent in June too they will try to accommodate these limitations faced by students. It was unanimously decided by the board to table the item 8.2 on agenda and refer the motion back to GPC.

## **9.0 New Business**

**BIRT** that the Board move in-camera to discuss New Business.

**Moved: Ahmed A**  
**(All in favour)**

**Seconded: Liam**  
**CARRIED**

**BIRT** that Board leave in-camera.

**Moved: Ahmed A**  
**(All in favour)**

**Seconded: Amanda**  
**CARRIED**

**9.1 BIRT** the rent rate for the University Bookstore be reduced by \$ 1.00 per each square footage payable to the UWSA

**BIFRT** this relief be offered only in exchange for promotional opportunities

**BIFRT** this be negotiated by the Operations Committee.

**Moved: Sahibjot**

**Seconded: Ahmed A**

**(All in favour)**

**CARRIED / Abstentions: Ahmed K**

**Discussion:** The same was discussed during the In-Camera Session.

- 9.2** Anie expressed her disappointment on how her Team Building Event turned out. She said she faced a lot of difficulty in get members fill the Doodle while the event was discussed twice in the board meeting. Even after multiple follows up via mails and social media only 13 people signed up the doodle. She was also disappointed that the Finance Committee had their meetings on the same day as the event and showed up for the event an hour late. She said she had put in a lot of work in the event. They get to book drama building only once a week for an hour and she used her and her friend's timeslot to book for this event. She said that she believed that it was a very important event and turned out well for the members who attended it. She expects more participation the next time if such event is arranged.
- 9.3** Ahmed A just reiterated what the GM had told in the previous meeting about adopting a family for Christmas. He said he will be collecting the money as requested by the GM and requested members to come forward and donate.
- 9.4** There was request for change in timings for the meetings for the next term. There was a request about initiating the meetings earlier than 6.00 PM and change the day from Thursday to some other day. It was noted that it will be difficult for executives to attend the meeting if they start before 5.00 PM as their office timings are 9:00 AM to 5:00 PM. They usually have their meetings scheduled during that time as those are work timings of the University too. With respect to the day of the meetings, it was brought to the notice by the Board Facilitator that Thursday was chosen as the day for meeting after consultation with the Registrar's office and the same can be done again to find the best possible day for the meeting.
- 9.5** **LSRC:** LSRC must decide on the architecture of the new recreational center. They have two options on the table. The

two options are triple gym or double gym which are being offered. The cost of one is C\$ 56.5 million and other is C\$ 60.5 million. This is the cost of the whole construction. The whole project is in the range of C\$ 73-75 million. So they want the board members to decide between the triple gym or the double gym.

The board members realised that the discussion about this will take long and be tabled for discussion in the next meeting. The President said that the decision by the LSRC committee will be taken coming week and hence it cannot table his for the next meeting. The decision will be made regardless of the consultation or opinion of UWSA with respect to the investment. One of the board member suggested a Facebook poll to discuss the same and the idea was ruled out.

The Board Facilitator suggested that a zoom meeting can be arranged with his help within the week to discuss this. A half an hour time within the week be decided and the same could be done. The President communicated to the board of directors that if he or Sheldon does not hear back from the members regarding the zoom meeting or an opinion on the issue, they will have to take a decision depending on the presentations made in the LSRC meeting without taking in the opinions of the board members. The president further stated that they were made aware of this situation only on Wednesday and hence they could not add it to the agenda of today's meeting. The board of directors agreed to it.

## **10.0 Question Period**

There were no questions asked.

## **11.0 Adjournment**

The meeting was adjourned by the Board Facilitator at 10:05 PM.