
Proposed
Agenda



UWSA Board of Directors
Wednesday, May 19th, 2017
5:30 PM
Council Chambers

AGENDA AS OCCURRED

Chair Presiding: Amber Shaheen

Directors/Senators Present: Amanda Skocic, Hagar Elsayed, Dayana Hassoun, Kafilat Wole-Sowole, Amy Bui, Zeina Merheb, Jonabeth Martinez, Aine Donnelly, Yosra Elsayed, Ahmed Abdallah, Sahibjot Grewal, Jeremiah Bowers, Abraham Abdueilmula

Executives Present: Admira Konjic, Sarah Nouredine, Sheldon Harrison

Guests Present: Elizabeth Traynor (UWSA Legal Counsel)

Absences Excused: Dana Attalla, Liam Adams

Absent: Ahmed Khalifa, Akshit Tripathi, Andres Curbelo-Novoa, Ashir Mahmood

1.0 Call to Order - 5:46 PM

2.0 Chair's Business

- 2.1 Teleconference
- 2.2 Appointment of Secretary

2.0 Approval of the Agenda

4.0 Approval of the Minutes

- 4.1 Minutes of March 16 2017
- 4.2 Minutes of May 10 2017
- 4.3 In-Camera Meeting Minutes of May 10 2017
- 4.4 Election Letters of Reprimand

5.0 Presentations to the Board

- 5.1 Training
- 5.2 Board Meeting Times
- 5.3 Committees
 - 5.3.1 Bylaw Committees
 - 5.3.2 Hiring Committee
 - 5.3.3 Rebranding UWSA Taskforce

6.0 Reports

- 6.1 Executive**
- 6.2 Committees**
- 6.3 Senate**

7.0 Unfinished Business

8.0 Proposals/Posted Motions

- 8.1** Whereas the now former UWSA President, Larissa Howlett, alongside the present Vice Presidents, terminated the General Manager, Nicole Morrell, on May 1, 2017 on her first day in office;

Whereas the Vice President's' role and duties, as defined by their job descriptions and Bylaw 70.05, are stipulated as leading the "day-to-day tasks" of the organization and such day-to-day tasks do not include the termination of staff members duly hired and appointed by the Board;

Whereas the Board of Directors was neither aware of the meeting taking place nor did it consent to Mr. Darren Varga acting as its legal counsel or as a representative of its interests;

Whereas the UWSA Bylaws under 10.01(r) clearly define General Manager as "the employee hired by and reporting to the Board to manage the operations, office and staff members of the UWSA;

Whereas the Vice Presidents acted hastily in agreeing to the termination of the General Manager without proper knowledge of their duties, roles and jurisdiction within the Bylaws and thus did not, as Bylaw 120.01 Duty requires, "exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances";

Whereas the University of Windsor Students' Alliance ("UWSA") Human Resources Manual Section 4 clearly states and supplements the above statement, "An employee's immediate supervisor has the authority to impose discipline in all situations requiring such action" and that "discipline should be given on a progressive basis;"

Whereas such steps were not taken in the process of termination of the General Manager;

Whereas the UWSA Board of Directors, as is the same case with the Vice Presidents, is the body to which the UWSA General Manager reports;

Whereas the UWSA Bylaws should be read in a holistic and purposive manner to comply with all UWSA codes of conduct, procedures and in adherence to the roles and purpose of the organization;

Whereas the Human Resources Manual Section 4 also states, "Discharge should only be considered when all other disciplinary measures have failed or are considered inadequate, based on the seriousness of the performance or behaviour under review";

Whereas no grounds were given for dismissal nor were any attempts made to mediate or rectify the issues prior to termination;

Whereas the Board received a formal letter from the Vice Presidents on the day after the decision of termination to inquire about the legality of the termination of the General Manager and to reprimand the President;

Whereas a letter (and its amended follow-up) was received by the Board of Directors on May 7 and May 8, respectively, from the Vice Presidents that expressed their dissatisfaction with the “action and inactions taken by the UWSA President, Larissa Howlett, regarding the termination of Nicole Morrell”;

Whereas both the Board of Directors and Executives are to act in the best interests of the organization, and an act made in such haste, regardless of lack of knowledge, still holds consequences;

Whereas ignorance does not excuse the actions carried out as they may have damaging and harmful consequences, especially in such executive positions; Therefore, **BIRT** that a written reprimand outlining the disciplinary matter be issued as a disciplinary measure to the Vice Presidents in accordance with Bylaw 105.01(b).

8.2 BIRT Jonabeth Martinez, Amanda Skocic, Dana Attalla and Sahibjot Singh Grewal be appointed to the Student Advocacy Committee.

8.3 BIRT Aine Donnelly and Andres Curbelo-Novoa be appointed to the Student Services Committee.

8.4 BIRT Jeremiah Bowers and Liam Adams be appointed to the Governance and Policy Committee.

8.5 BIRT Aashir Mahmood be appointed to the Finance Committee.

8.6 BIRT __, __, __, __, and __ be appointed to the Hiring Committee.

9.0 New Business

10.0 Question Period

11.0 Adjournment - 10:06 PM

Proposed
Agenda



UWSA Board of Directors
Wednesday, May 19th, 2017
5:30 PM
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MINUTES

Chair Presiding: Amber Shaheen

Directors/Senators Present: Amanda Skocic, Hagar Elsayed, Dayana Hassoun, Kafilat Wole-Sowole, Amy Bui, Zeina Merheb, Jonabeth Martinez, Aine Donnelly, Yosra Elsayed, Ahmed Abdallah, Sahibjot Grewal, Jeremiah Bowers, Abraham Abduelmula

Executives Present: Admira Konjic, Sarah Noureddine, Sheldon Harrison

Guests Present: Elizabeth Traynor (UWSA Legal Counsel)

Absences Excused: Dana Attalla, Liam Adams

Absent: Ahmed Khalifa, Akshit Tripathi, Andres Curbelo-Novoa, Ashir Mahmood

1.0 Call to Order - 5:46 PM

2.0 Chair's Business

2.1 Teleconference

As requested, the following Board members were taken on teleconference: Zeina, Jonabeth, Aine, and Yosra.

2.2 Appointment of Secretary

BIRT Amy be appointed as Secretary for today's meeting.

Moved: Hagar

Seconded: Dayana

Result: (CARRIED)

Discussion: As the Board Secretary was absent, an acting Secretary for the meeting was needed. The Board Chair provided a brief overview of the expectations of the appointed Secretary for the meeting. Nominations were opened for Secretary. Amy self-nominated. There were no other nominations. Amy was appointed as Secretary for the meeting.

3.0 Approval of the Agenda

BIRT the agenda of today be approved as amended.

Moved: Dayana

Seconded: Kafilat

Result: (CARRIED)

4.0 Approval of the Minutes

4.1 Meeting Minutes of March 16 2017

BIRT the meeting minutes of March 16 2017 be approved as presented.

Moved: Dayana

Seconded: Jeremiah

Result: **(CARRIED)**

4.2 Meeting Minutes of May 10 2017

BIRT the meeting minutes of May 10 2017 be approved as presented.

Moved: Jeremiah

Seconded: Amy

Result:

(CARRIED)

4.3 In-Camera Meeting Minutes of May 10 2017

BIRT the meeting move in-camera with teleconferencing Board Members and UWSA Legal Counsel.

Moved: Hagar

Seconded: Dayana

Result:

(CARRIED)

5.0 Presentations to the Board

5.1 Training

The Operations Committee, after receiving their own training from past Executives, organized and presented a training session to the Board.

5.2 Board Meeting Times

Amber informed the Board that a Doodle would be created to collect each Board member's availability and to plan the regularly scheduled meetings for the summer term.

5.3 Committees

5.3.1 Bylaw Committees

As the Board Committees were to be constituted at the meeting, Amber went through the Bylaws and described the role and responsibilities of the four Bylaw-mandated Committees of the Board, including the Student Services, Student Advocacy, Finance, and Governance and Policy Committees.

5.3.2 Hiring Committee

Amber informed the Board of the need to establish two separate hiring committees for presently vacant staff positions (including Coordinators, Board Facilitator) and a new General Manager. Amber elaborated on the vital role and duties of the hiring committees.

5.3.3 Rebranding UWSA Taskforce

In following up with Jeremiah's email to the Board, Jeremiah briefly elaborated on the idea behind reviewing and rebranding the UWSA's image, which would include a feedback process by which the student membership could share their thoughts and contribute to the re-evaluation and progress of their student union.

6.0 Reports

6.1 Executive

No reports were received as the Vice-Presidents needed to leave due to individual

engagements prior to adjournment.

6.2 Committees

No reports were received as the committees had yet to be established.

6.3 Senate

No reports were received.

7.0 Unfinished Business

8.0 Proposals/Posted Motions

8.1 Whereas the now former UWSA President, Larissa Howlett, alongside the present Vice Presidents, terminated the General Manager, Nicole Morrell, on May 1, 2017 on her first day in office;

Whereas the Vice President's' role and duties, as defined by their job descriptions and Bylaw 70.05, are stipulated as leading the "day-to-day tasks" of the organization and such day-to-day tasks do not include the termination of staff members duly hired and appointed by the Board;

Whereas the Board of Directors was neither aware of the meeting taking place nor did it consent to Mr. Darren Varga acting as its legal counsel or as a representative of its interests;

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Whereas ignorance does not excuse the actions carried out as they may have damaging and harmful consequences, especially in such executive positions;

Therefore, **BIRT** that a written reprimand outlining the disciplinary matter be issued as a disciplinary measure to the Vice Presidents in accordance with Bylaw 105.01(b).

(TABLED)

Moved: Jeremiah **Seconded:** Hagar **Result:**
(CARRIED)

8.2 BIRT Jonabeth Martinez, Amanda Skocic, Dana Attalla, Dayana Hassoun, and Sahibjot Singh Grewal be appointed to the Student Advocacy Committee.

Moved: Ahmed A. **Seconded:** Hagar **Result:**
(CARRIED)

8.3 BIRT Aine Donnelly, Ahmed Abdallah, Kafilat Wole-Sowole, and Andres Curbelo-Nova

be appointed to the Student Services Committee.
Committee.

Moved: Dayana **Seconded:** Kafilat **Result:**
(CARRIED)

8.4 BIRT Jeremiah Bowers, Amanda Skocic, and Liam Adams be appointed to the Governance and Policy Committee.
Committee.

Moved: Dayana **Seconded:** Sahibjot **Result:**
(CARRIED)

8.5 BIRT Aashir Mahmood, Ahmed Abdallah, and Kafilat Wole-Sowole be appointed to the

Finance Committee.

Moved: Dayana **Seconded:** Kafilat **Result:**
(CARRIED)

8.6 BIRT Ahmed Abdullah, Kafilat Wole-Sowole, Jeremiah Bowers, Amy Bui, Zeina Merhe, Yosra Elsayed, and Sahibjot Grewal be appointed to the Board Facilitator and Coordinators Hiring Committee.

Moved: Jeremiah
(CARRIED)

Seconded: Hagar

Result:

9.0 New Business

9.1 BIRT Jonabeth Martinez, Hagar Elsayed, Jeremiah Bowers, Zeina Merheb, and Ahmed Abdallah be appointed to the General Manager Hiring Committee.

Moved: Hagar

Seconded: Sahibjot

Result:

(CARRIED)

9.2 BIRT the Governance and Policy Committee be the contact for the UWSA Legal Counsel regarding contractual negotiations.

Moved: Jeremiah

Seconded: Kafilat

Result:

(CARRIED)

10.0 Question Period

11.0 Adjournment - 10:06 PM