



Arts Council Meeting

February 2, 2016



Agenda

Date: Tuesday, February 2, 2016

Time: 5:45 PM

Place: AL 211

**University of Waterloo
Arts Student Union
Arts Council Meeting**

Order	Subject	Action
1	Approval of the Agenda Motion: That Council approve the agenda	Decision
2	Approval of the January 19, 2016 Council Minutes in <i>Appendix C</i> Motion: That the Council approve the above minutes	Decision
3	Approval of the Winter 2016 Term Budget Motion: That the Council approve the proposed budget	Decision
4	Presentation from Centre for Teaching Excellence	Information
5	Presentation from EDGE: Experiential Education Certificate	Information
6	Approval of Human Sciences Society Motion: That the Council approve the creation of the above society	Decision
7	Approval of Digital Arts and Communications Student Society Motion: That the Council approve the creation of the above society	Decision
8	Approval of Sexuality, Marriage and Family Studies Society Motion: That the Council approve the creation of the above society	Decision
9	Approval of Le Cercle Français Grant Proposal in <i>Appendix A</i> Motion: That the council approve the above proposal	Decision
10	Approval of the Waterloo DECA Grant Proposal in <i>Appendix B</i> Motion: That the council approve the above proposal	Decision
11	Items for Report/Announcement <ul style="list-style-type: none">• Executive Reports• Councillor Reports• Society Reports	Information
12	Business	Information
13	Adjournment	Decision



Minutes

Approval of the Agenda

Motion: That council approve the agenda

First: Anthropology Society

Second: Le Cercle Français

Vote: Motion Carried

Resolved: The council approves the aforementioned agenda.

Approval of the Council Minutes

Motion: That the council approve the January 19, 2016 Council Minutes

First: History Society

Second: English Society

Vote: Motion Carried

Resolved: The council approves the aforementioned council minutes with a change from Anthropology Society.

Approval of the Winter 2016 Term Budget

Motion: That the council approve the Winter 2016 Term Budget

First: German Studies Society

Second: Society of Fine Artists

Oppositions: All executive members

Abstentions: N/A

Vote: Motion Carried

Resolved: The council approves the aforementioned budget.



Centre For Teaching Excellence Presentation

- Two awards for teachers and TAs
 - Deadline for professor nominations is this Friday and TA nominations the Friday after
- Professors must have 10 separate nominations – cumulative over the years
- Students only need 5 nominations

Presentation from EDGE: Experiential Education Certificate

- EDGE is related to PD but a little bit different
- New certificate for students not in co-op
- Provide a framework for non co-op students to demonstrate their experiences
- Develop career building skills
- Lasts all four years of regular students years
- Helps obtain employment by helping articulate skills
- Helps identify career options after graduation
- It is 2.5 academic credit program (similar to global experience certificate)
- There is online work similar to PD1 but with more emphasis on career paths and self assessment
- Credits above and beyond the required degree credits as well as credits that count for the degree and the certificate



- Bulk of certificate is through the experience program
- Various options for courses
- Encapsulates what you learned and the skills you've gained through university
- Questions?
 - Would you help students find the opportunities?
 - There would be a database showing what could count for the credits
 - How many courses will be cross-listed vs. additional?
 - Not sure yet
 - It is an opt in program, all people are exposed to it if they are in the course but they don't have to use it towards the certificate
 - When would be the last chance to opt in to this program?
 - You need to have three terms or so left



Approval of the Human Sciences Society

Motion: That the Council approve the creation of the above society

First: Society of Fine Artists

Second: Speech Communications Society

Vote: Motion Carried

Resolved: The Council approved the creation of the above society.

Approval of the Digital Arts and Communications Student Society

Motion: That the Council approve the creation of the above society

First: Human Sciences Society

Second: Music Society

Vote: Motion Carried

Resolved: The Council approved the creation of the above society.

Approval of the Sexuality Marriage and Family Studies

Motion: That the Council approve the creation of the above society

First: Legal Studies Society

Second: Global Business and Digital Arts Society

Vote: Motion Carried

Resolved: The Council approved the creation of the above society.



Grant Proposals

Le Cercle Français Grant Proposal

Presentation:

- Asking for \$500 for Formal
 - La Nuit en Rose – this Friday, annual event open to all campus
- Sold tickets for \$20 for students and \$30 for nonstudents
 - Including dinner, dance and photo booth
 - Received arts endowment last term
- The \$500 will go towards feds hall
 - Sold more tickets than predicted causing higher costs than predicted

Questions:

- N/A

Council Discussion:

- The ball is always enjoyable, most successful event, well known across campus
- Asking for a reasonable amount of money

Motion: That the council approve the above grant proposal.

First: Anthropology Society

Second: Society of Fine Artists

Oppositions: N/A

Abstentions: N/A

Vote: Motion Carried

Resolved: The council approves the grant of \$500 to Le Cercle Français.



Waterloo DECA Grant Proposal

Presentation:

- DECA is a business case competition
- Conference is hosted annually – 3 days and 2 nights
- Bring speakers from all over the province
- Aiming for 120 delegates across the province (50% will be from Waterloo)
- Applications are now closed, 10% were non AFM arts students
- With sponsors, there is still a loss of \$200
- Asking for \$800 to offset debt and student fees
- Various categories to appeal to various interests
- Builds skills and networking

Questions:

- What is miscellaneous?
 - Prizes, unaccounted costs, speakers
- ASU contacted DECA several times to have you pick up funding but the cheque has not been picked up, why is that?
 - We were not aware of a cheque waiting for us
- How many arts students including AFM?
 - 70%
- Would our money only go towards arts students?



- Yes, those not even in AFM – focusing on the rest of arts

Council Discussion:

- Asking for \$800 – subsidy of \$600 will cover offsets but \$200 would go towards students
- Is the extra \$200 really going towards student fees if tickets have been purchased?
- Want to make sure this is truly benefiting arts students, not going to something like medals
- Have them come back once they've picked up the money we already waiting for them – do they really need the money if they could ignore the cheque?
- They could get the money they have waiting for them already
- There are a lot of variables moving around, we can not say with confidence that the money will be used to benefit arts students
- They can reapply for grant if they still need money after the previous grant is accepted
- Miscellaneous funding is alarmingly high
- Could the person in charge of finance come back and present?
- Come back when they have more information and have picked up funding

Motion: That the council approve the above grant proposal.

Oppositions: All present societies and executive members
Abstentions: N/A

Vote: **Motion Denied**

Resolved: DECA is to come back with more information at a later date. All present societies and executive members, with no abstentions, approved this.



Executive Reports

Brandon Rad (President)

- Attending many meetings including orientation advisory committee
 - A schedule has not been set, but there will be passive programming on the Thursday and Friday of that week
- Arts 101
 - Want feed back on new student transition – phasing out the ELPE, helping ease the transition from high school to University
 - Please provide feedback from yourself or first years

Amber Keegan (VP Communications)

- Website work

Chris Leung (VP Finance)

- Cheques are ready
- Cheque requests need to be brought to us, especially from previous term in order to wrap up
- Having events at Bomber – bill us as ASU and then your society underneath and it will come out of your account, please initial this



- Any societies that have cash boxes, you need to deposit this money in order to better monitor (minimize losses)
- Filling out FEDs special events form – all society’s need to fill out this form in order cover liability issues (provide insurance)
- If you have not gotten your allotment or if your allotment is incorrect, please let us know

Jess Smith (VP Academic)

- Reached out to KeyNote speaker agency, looking at different candidates for this academic event
- Meeting with EDGE to see what can be done about the certificate
- Looking to improve the PD1 experience

Sofia Li (VP Social)

- Bubble tea event was very successful
- Winter conference is after reading week – next council, whole team is invited (at QNC) each society is recommended to do a presentation about events
- Three events next week – “Won’t you be mine week”
 - Hershey kisses
 - Collaborative event with cooking club
 - Photo booth in AL



- After reading week Niagara Falls trip, taking 96 people 4 people per room ticket sales start next Monday

Alexa Fuentes Valdez (VP Marketing)

- Working on improving the tuck shop, sent out a survey to check how students feel the tuck shop is running
- Please fill out this survey and pass it along, feedback is appreciated
- Still working on swag, encouraging participation

First Year Representatives

- Bomber event for first years as a chance to mingle, will have photo booth and DJ

Society Reports

Anthropology Society

- Working on swag

Digital Arts and Communications Student Society

- If you need help with posters/brochures or anything like that, we would love to help

Society of Fine Artists

- Soup day on Friday
- Valentines event



Le Cercle Français

- French ball is coming up this Friday
- Crepe night later in the term

Speech Communications Society

- “Speech Com Rom Com” (put up movie that is generally cheesy, things thrown at the screen when communications error happens)

Global Business and Digital Arts

- Candy grams being set up
- Planning gala for March 11
- Successful study session earlier in the term

English Studies Society

- Reborn this year
- One event the end of the last term
- One event this term was successful
- Currently forming executive panel for the society (organizational stuff)

German Studies Society

- Looking at getting members
- Movie night
- BBQ again this term
- Working on swag



Sociology Society

- Events are all happening after reading week in planning stages
- Initiative for library in office (looking for used and donated books)

Religious Studies Societies

- Looking at a book sale
- Meet the prof a couple of weeks ago was successful
- Looking at swag and a field trip

Music Society

- Swag is in the works
- March 12 is coffee house
- Composition competition is March 16

Economics Society

- Successful tutorial
- Hot chocolate give away on February 10
- Game night and prof mixer coming up in march

Accounting and Finance Student Association

- AFSA Olympics in March (charity event)

Psychology Society

- Picked first and second year reps
- Meet the profs event after reading week



Human Sciences Society

- Bomber night this term
- Meet the prof event
- Movie night

Legal Studies Society

- Job panel this week
- Next week there is a movie and pizza night
- Prof mixer on February 29
- Mock LSAT on March 5
- Professional photo session (with donation)

Peace and Conflict Studies

- Resurrected society
- Recruiting still
- Had first members meeting yesterday
- First social on Thursday – ice breakers
- Looking at documentary series
- Looking at discussion groups
- Looking at field trips



Theatres Student Union

- Meet the pros this Thursday
- Repainting green room
- Movie night coming up too
- Planning end of term Drama Ball

History Society

- Board games night next Thursday
- Working on journal
- Movie night

Political Sciences Society

- Pints and politics coming up this week
- Having American politics panel

Arts and Business Society

- PD event today
- Coming up is professional headshots

Human Resources Society

- First event was successful
- Planning on having headshot event after reading week



Motion to Adjourn

First: Music Society

Second: Society of Fine Artists

Vote: Motion Carried

Resolved: Council approves the motion to adjourn the meeting

Absences:

- Spanish Society
- Women's Studies Society



Appendix A: Le Cercle Français Grant Proposal

Organization: Society

Society/club name: Le Cercle Français

Reason for subsidy: To help fund our annual French Ball (La Nuit en Rose). The money received will go towards the rental for our venue on campus at FED Hall.

Date of event (if applicable): Fri, 2016-02-05

Number of participants: 110

Total expenditures:

- \$3500-venue and food
- \$420-security (at UWaterloo)
- \$500-room rental
- \$300-DJ
- \$100-decorations
- \$100-prizes

Expected revenues: Tickets were sold: \$20 for students, \$30 for non-students

Loan or grant: Grant

Proposed subsidy from Arts Student Union: \$500

Allotment already received this term:

- \$200 at the end of term
- \$2000 from AEF



Appendix B: Waterloo DECA Grant Proposal

Organization: Club

Society/club name: Waterloo DECA

Reason for subsidy: The Waterloo DECA Chapter is hosting the 11th annual Waterloo DECA Conference, denoted REDEFINE, this March, working towards creating an equilibrium between the business and technology domains. The Chapter wishes to deliver an outstanding Conference experience to the entire delegation, of which there may exist prospective students from the Arts faculty (i.e. the set independent of students within the School of Accounting and Finance). As of now there exist 32 students, from the aforementioned set, within the Waterloo Chapter. It should be noted that the Waterloo Conference is open to students from all faculties, irrespective of whether they are a part of the Waterloo Chapter. Through a subsidy from the Arts Student Union, the Chapter hopes to finance existing losses (detailed in subsequent fields), and use any excess funding towards offsetting delegate fees for students from the Arts faculty.

Date of event (if applicable): Fri, 2016-03-04

Location (if applicable): University of Waterloo | Delta Waterloo Hotel

Number of participants: 120 (expected amount)

Total expenditures:

Please note that the following expenditures were calculated, with the assumption of a delegation size of ~120.

Hotel: \$23,980.50 (room rental + Friday dinner + Saturday dinner)

Casino Equipment: \$950 (seller: Capital Casino)

Tables Pipe & Drape: \$1843.26 (includes setup costs)

Medals: \$250

Miscellaneous: \$3875

Saturday Social: \$2,000

Saturday Catering: \$3,373.05 (breakfast and lunch)

Photo booth: \$489.29

Printing: \$2,000



Expected revenues:

The following segment denotes all sponsorship funding attained.

KW4RENT: \$8,000
School of Accounting and Finance: \$5,000
Faculty of Math: \$2,500
Mathematics Endowment Fund: \$5,400
Conrad BET Centre: \$2,000
Deloitte: \$1,000
KPMG: \$1,000
PwC: \$1,000
Vuru: \$500
Velocity: \$150

Total Sponsorship: \$26,550

The following segment denotes total revenue from delegate fees, assuming an 80, 40 split for hotel and non-hotel delegates, respectively.
(Hotel: \$120, Non-Hotel: \$100)

\$13,600

Loan or grant: Grant

Proposed subsidy from Arts Student Union:

The proposed subsidy from the Arts Student Union is \$800.

A subsidy of \$600 will ensure that all outstanding losses (~\$611.20) are covered. The additional \$200 will be put towards offsetting the delegate fees for all students from the Arts faculty. The Waterloo Chapter will be more than happy if strictly \$600 is received, however the Chapter hopes to provide a greater incentive for Arts' students to attend by decreasing their delegate fees.

Allotment already received this term: \$0. No previous subsidy request for the Fall 2015 and Winter 2016 terms.



Appendix C: January 19, 2016 Council Minutes

Agenda

Date: Tuesday, January 19, 2016

Time: 5:15 PM

Place: AL 211

**University of Waterloo
Arts Student Union
Arts Council Meeting**

Order	Subject	Action
1	Approval of the Agenda Motion: That Council approve the agenda	Decision
2	Approval of the November 25 th , 2015 Council Minutes in <i>Appendix A</i> Motion: That the Council approve the above minutes	Decision
3	Presentation from UW Portal	Information
4	Items for Report/Announcement <ul style="list-style-type: none">• Executive Reports• Councillor Reports• Society Reports	Information
5	Business	Information
6	Adjournment	Decision



Minutes

Approval of the Agenda

Motion: That council approve the agenda

First: Sociology Society

Second: German Studies Society

Vote: Motion Carried

Resolved: The council approves the aforementioned agenda.

Approval of the Council Minutes

Motion: That the council approve the November 25th, 2015 Council Minutes

First: Speech Communications Society

Second: Religious Studies Society

Vote: Motion Carried

Resolved: The council approves the aforementioned council minutes.



UW Portal Presentation

- Online tool that takes all of your student information and houses it in one place, customized to you
- Information about academics, clubs, athletics, events, Watcard balance
- Computer labs – you can check availability
- Open class rooms - allows you to select a building around campus and see all of the rooms available at that time or later on in the day (great for group projects when the library is full)
- Events
 - Filtered information through WCMS, shows you various events around campus
- Calendar
 - Houses academic information and clubs/athletics and important dates from Registrars Office; you can now add your own personal events (appointments)
 - Can also synchronize to other calendars (like Gmail or learn)
- Crowd reporter – allows you to select different locations on campus and lets you know how busy these areas are on campus
- Portal is not an app – the site is mobile friendly (can pin to home screen on phone)
 - Currently working on an app
- Always looking for feedback (suggestions, things you want to see, things aren't working)
- Looking to spread the word about portal



Executive Reports

Brandon Rad (President)

- Feel free to contact me with any questions or concerns
- Looking forward to setting up meetings with each society to see what the ASU can help with
- All societies are expected to attend four of the five meetings unless otherwise stated
- Explaining the cheque request form process
- Looking at getting a mail box for cheque requests – please submit requests by Wednesdays
- Explaining grant proposal process
- Goal to have the Tuck Shop open as much as possible with a steady schedule that will be displayed publically

Dylan Ball (VP Executive)

- Feel free to contact me with any questions or concerns
- Working on constitutional revamp this term – would love input during this process
 - Mainly want to change election processes and update information
 - Want to work something out with GBDA within the constitution
- Hagey Hall update
 - Progressing well
 - Adding more outlets
- Orientation week planning ongoing



- It is now going to three days instead of five, a lot of changes in programming need to be changed
- ASU Fee Refund is currently underway – people can not get a refund if they hope to participate in your society events or become a member

Amber Keegan (VP Communications)

- Website updates ongoing throughout the term
- Society descriptions are still welcome

Chris Leung (VP Finance)

- Signing authority booklet is ready for this term
- Scheduling budget meetings with all the societies currently (up to January 29)
- You must have itemized receipts when you want to be reimbursed
- The receipt must be the original receipt (no copies or photos)

Jess Smith (VP Academic)

- Planning to meet with VP Education from FEDs to brainstorm ideas about academic involvement
- Addressing concerns about PD1 course, please contact with input

Sofia Li (VP Social)

- Bubble tea event next Thursday
- Three events the week before reading week including chocolate kisses with Porcellino, collaborative DIY cookie event with UW Cooking Club, and a photo booth



- Planning Winter Conference and finalizing details for Gala

Alexa Fuentes Valdez (VP Marketing)

- Revamping Arts Swag this term
- Want student input and designs (less unisex)
 - Could help to develop portfolio

First Year Representatives

- Working on event for first years in residence to raise awareness of ASU



Society Reports

Human Resources Society

- Kick off event this Thursday, bringing in HR professionals to discuss benefiting yourself professionally
- End of term event
- Focus on recruiting this term

Anthropology Society

- Flint mapping workshop
- Brown bag lunches with profs

Political Sciences Student Association

- Pints and politics event
- Event about American election (experts will be present)

Arts and Business Society

- Networking event for grad school (what ARBUS kids go on to do)
- Professional development series of events
- End of term event

Accounting and Finance Student Association

- Charity event involving team building activities
- AFSA goes for gold (case competitions)



Music Society

- Composition competition
- Concert crawl
- End of term coffee house
- Music swag

Speech Communications Society

- Kick off next Tuesday
- Speech Communications Rom Com event (interactive movie event)
- DIY stress reliever event
- Speech Com Prom

German Studies Society

- Meeting last week (poor attendance)
- Finalizing swag
- Career oriented events

Sociology Society

- General meeting next week
- Looking to recruit
- Event with Legal Studies Society (prof mixer) February 29



Philosophy Society

- Meeting last week (good attendance)
- Philosophy program review underway
- Undergraduate journal developing
- End of term event

Global Business and Digital Arts

- Design competition for GBDA swag
- Social events for each holiday
- Study sessions
- Events through accelerator centre (Stratford)
- Final review of the program from the fourth year perspective (first year to run through)

Society of Fine Artists

- Webpage
- Recruitment
- Event planning underway
- Fourth year grad show on March 17 fundraising
- Vendors Alley arts sale



Psychology Society

- Went to classes to raise awareness
- Recruiting first and second years
- Coffee house
- Alumni event

Le Circle Français

- La Nuit En Rose on February 5 – final planning happening tickets on sale this week in French student lounge
- Crepe event later in the term

Theatre Student Union

- Movie night on Friday, February 26
- Revamp swag
- Professor mixer to interest first years
- Drama Ball on April 5
- Green room is getting new paint



History Society

- Event every two week (goal)
- Board game night last week (good turn out)
- Movie night with favourite professor
- Post saint paddy brunch
- Trivia night
- Campus wide scavenger hunt
- Valentines day chocolate and chill
- Publishing undergrad journal
- Annual dinner
- Swag designing

Classics and Medieval Studies Society

- Working on getting sweaters
- Banquet end of term
- Lounge events (brewing traditional Ethiopian coffee)



Religious Studies Society

- Meet the prof event
- Book sale in the beginning of February
- Site visit to Toronto church (or local as back up)
- PhD event
- Working on swag
- End of term event

Economics Society

- Board games night
- Alumni events

Motion to Adjourn

First: Political Science Society

Second: Anthropology Society

Vote: Motion Carried

Resolved: Council approves the motion to adjourn the meeting



Absences:

- Digital Arts and Communications Society
- English Society
- Human Sciences Society
- Legal Studies Society*
- Peace and Conflict Society
- Sexuality, Marriage, and Family Studies
- Spanish Society
- Women's Studies Society