Federation of Students’ Board of Directors’ Minutes

SLC MPR, University of Waterloo

Speaker: Director Wray  Secretary: Director Potter

ATTENDANCE

The following members were present:

- Barakat, Abdullah Mohamed
- Brieva, Antonio
- Burdett, Suzanne
- Gerrits, Matthew Douglas John
- Gupta, Vaishnavy Sushilkumar
- Knight, Jill Leanne
- Potter, Tristan Wesley Morris
- Schwan, Brian
- Tang, Zhe Chong
- Tran, Tomson Huynh
- Wray, Alexander James David

The following members were absent:

- Clubine, Andrew

PRELIMINARIES

CALL TO ORDER

Director Wray called the meeting to order at 5:10 PM.

EXECUTIVE REPORTS

Please see the attached written reports for the full reports from the Executive to the Board of Directors.

All of the executives reported that the development of their annual action plans is going well.

REPORT OF THE VICE PRESIDENT, EDUCATION

The Vice President, Education spent time establishing and reviewing the formal procedures for how their portfolio functions; including adding some text about research reports.
They are working to ensure that commissions have good content and that Feds produces quality reports.

They also set advocacy priorities at the federal and provincial levels with Ontario Undergraduate Student Alliance and Advocan. These include experiential education at the provincial level, and a number of policies surrounding international students at the federal level (including international tuition). These advocacy goals align well with the stances Feds has taken on these issues.

In terms of commissions, the Cooperative Education Commissioner has started work on the Coop Fee Review. An advisory board has been started, and will be meeting for the next year to a year and a half as the main advisors for the review.

The Academic Affairs Commissioner is gathering documentation to improve the process for submitting grievances and petitions within Feds.

There is also preliminary work being done on campus design and development, and the Vice President, Education hopes to public a report by the winter term.

**Report of the Vice President, Internal**

The Vice President, Internal reported that the wellness committee had reached out to a number of campus services and is taking a strategic look at how Feds and uWaterloo services implement wellness and how to best serve students. There is enthusiasm from uWaterloo admin to investigate this issue from Feds point of view.

They have also reached out to 6 of the Feds services to discuss centralizing student advocacy. So far, the Women’s Centre has responded, but they are hoping for more.

Finally, the Vice President, Internal is looking for feedback on Fed On Tour, it is ineffective in its current form. They would like direction on who to reach out to for feedback and what should be focussed on, with the aim to role out a new Feds On Tour in the fall term.

**Report of the Vice President, Operations and Finance**

The Vice President, Operations and Finance spent most of the past month working on the budget, which will be presented later this meeting. They also have an update on the point-of-sale and account system for the confidential session.

In addition to those, they have been reviewing internal policies to ensure they align well with the student services, including the vacation policy. Another item being investigated is the procedure around budget preparation; the Vice President, Operations and Finance has been taking notes throughout the process this term and will do more research on best practices. They are hoping to present a rough draft of a new process by the fall term.

An RFP has been submitted for auditors, there are no issues with the current ones, this is just doing their due-diligence.

Finally, the Vice President, Operations and Finance has been helping out with pre-orientation (faculty 101) planning and setting up the community kitchen.
REPORT OF THE PRESIDENT

The SLC/PAC expansion ground-breaking ceremony occurred, students were provided some food, and also contributed to a digital arts installation (signing a beam). President Brieva, the Grad Student Association President, and uWaterloo President Feridun made remarks.

There was also a Pride flag raising, organized by GLOW; the first in uWaterloo history. President Brieva and uWaterloo Vice President of Students Chris Read spoke at it, and proceeded to a candle-light vigil in honour of the lives lost at the Pulse Nightclub shooting last year.

The President also participated and spoke at the Canada Day Celebrations, and a land acknowledgement.

As an update to the ongoing discussion on sexual harassment and violence on campus, the President is working with Diana Perry on Policy 33, particularly discussing how to harmonize all the policy with the procedure.

In terms of campus wellness, the recruiting process for the panels that will inform the uWaterloo President’s committee on campus mental health has completed, and there will be a kickoff event on July 27, 2017 to review each panel’s mandate and allow the participants to get to know each other.

The President also worked with the Vice President, Education to narrow down federal priorities with Advocan, and is working on research pacts and briefs; they are hoping to be done by August 18, 2017.

Finally, the President is working with Chris Read and Graduate Student Association President on a new SLC Management agreement.

CONSENT

APPROVAL OF THE MINUTES

Be it resolved that Board approve the minutes from June 18, 2017.
Vice President Schwan and Director Barakat.

It was noted that Director Gerrits was missing from the appointments to the Budget Committee, and the attendance was incorrect.

Motion carries unanimously.

REGULAR

APPROVAL OF THE BUDGET

The Budget will be considered in two portions, the Council portion and the Board portion. The Board portion was considered in Confidential Session.
Be it resolved that the Board approve the Council portion of the budget as presented, with the expectation that further changes may be made for the next meeting.

*Vice President Schwan and Director Barakat.*

Note: Student’s Council delegated its approval to the budget to the budget committee.

The Vice President, Operations and Finance began by noting that there is currently a $16,000 loss in Council portion of the budget. They are expecting the loss to decrease after another meeting with the Budget Committee.

In the President’s portfolio, there is a $98,000 budgeted loss. The Vice President, Operations and Finance is budgeting for a $81.9 thousand loss. These losses are not noteworthy, and are in line with previous budgets. A minor change was made to add a little for travel to attend a student union managers conference.

The Vice President, Internal is budgeting a $358,000 loss. The line items for the Director of Campus Life increased a lot due to open house expenses moving from the marketing budget to the Director of Campus Life.

A director asked the Vice President, Internal what they would cut if they needed to reduce funds from one service, for example if it was necessary to strengthen another service.

The executive team reassured the Board that the Budget Committee considered the scope of each service and how they should be serving students throughout the preparation of the budget. There is also ongoing discussions into what strategic planning should look like for each service, and the potential creation of a document that outlines the minimum service levels each Feds service should be operating at. This document would be required for university takeover, as outlined in the policies set by Council.

The Board was informed of this policy further, which states that if the University can provide the same service on campus with the same budgets and leadership opportunities for students, than the University should run those services. The Vice President, Operations and Finance stated that they would be working on more documentation around how this process should happen in practice.

Another member added that some services require more money to have the same impact on students, which is based on the service provided. The example of MATES vs. SCI was presented, where MATES does many 1-1 events with students that require little funding, SCI has many larger events that require more funding to run.

Another potential strategy to reduce expenses might be for the university to help fund services that they deem important, a strategy that is undertaken at other student unions.

The Vice President, Education noted that there was a line increased in their budget due to the possibility of a minimum wage increases for commissioners. This is in preparation for a potential increase in the minimum wage, and was done as a safeguard.

The affairs budget was also increased in order to have more events during the year, in concert with the Government Affairs budget being decreased due to lack of use.

The Vice President, Education also drew attention to the lines for the stakeholder relations officer, which disappeared for a while due to a job movement but has returned.
Looking longer term, the Vice President, Education is looking into changing commissioners to possibly give them more autonomy and have them take more responsibility in their roles.

Finally, the Vice President, Operations and Finance stated that in the future, a budget report will be created to better communicate the information being presented.

Motion carries unanimously.

OTHER BUSINESS

There was no new business.

ADJOURNMENT

Be it resolved that the Board adjourn until the next meeting as determined by the Chair.

Director Barakat and Vice President Schwan.

With no new business the meeting was called to adjourn.

Motion carries unanimously.
Agenda

Federation of Students
Board of Directors
Tuesday, 2017-07-18 at 5:00pm

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<tr>
<th>Chair:</th>
<th>Alexander Wray</th>
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<tr>
<td>Secretary:</td>
<td>Tristan Potter</td>
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<tr>
<td>Expected Attendees:</td>
<td>Antonio Brieva, Andrew Clubine, Jill Knight, Brian Schwan, Abdullah Barakat, Matthew Gerrits, Vashinavy Gupta, Zhe Chong Tang, Suzanne Burdett</td>
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<tr>
<td>Excused Attendees:</td>
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*Prior to meeting, there may be a presentation of the new Feds.ca website

**Regular Session**

Executive Updates

- **For Information:** Vice President, Education
- **For Information:** Vice President, Internal
- **For Information:** Vice President, Operations & Finance
- **For Information:** President

Minutes of Meeting (Wray)

- **Motion:** Resolved, Board approves the minutes of the meeting held on June 13, 2017.

Financial Items (Schwan)

- **Motion:** Resolved, Board approves the draft version of the 2017/18 operating budget for consultation by Budget Committee and Students’ Council.

Other Business

- **Motion:** Resolved, Board moves into confidential session.
Confidential Session
Minutes of Meeting (Wray)

- **Motion:** Resolved, Board approves the minutes of the confidential meeting held on June 13, 2017.

BDO Update (Schwan)

- [Resolution to be presented at Board]

Other Items