Federation of Students’ Council Minutes

Physics 308, University of Waterloo

Speaker: Elizabeth O’Sullivan  Secretary: Seneca Velling

ATTENDANCE

The following members were present:

- Wu, Richard†
- MacMillan, Kurt
- Richardson, Savannah
- Gerrits, Matthew†
- Cadler, Ethan
- Chen, Junru*
- Cheng, Linyi*
- Small, Jason
- Arnold, Katie (EngSoc B representative)
- Baik, Vincent*
- Mirlees, Carly (ESS representative)
- Ourchane, Yussef

* remote  † departed early

The following members were absent:

- ASU representative
- SJUSU representative
- GBDA representative *
- Renison University College representative
- SoPhs representative
- German-Doucet, Jacque
- Umuhoza, Elisa
- Atlaf, Muhammad
• Shimoda, Mariko (Engineering Society A Representative)
• Akhtar, Bilal*
• Hua, Deon*
• Hou, Yu Chen
• Kocko, Christopher*
• Tran, Tomson (AHSUM Representative)

* excused

The following gallery were present and wished to recorded:

• Ye-Mowe, Stephanie

PRELIMINARIES

CALL TO ORDER

A quorum being present for the conduct of business, Elizabeth O’Sullivan called the meeting to order at 12:30 PM.

APPROVAL OF THE AGENDA

Be it resolved that Council approve the December 2nd, 2018 Meeting agenda, as presented.

Secretary Seneca Velling proposed an amendment to the agenda requested by the Research & Policy Officer, Aisha Shibli, as a discussion regarding the Conflict of Interest and other new elections requirements for Undergraduate Senatorial Elections administered by the Federation. The Secretary proposed adding a motion to the agenda for referral of these elections rules to Senate Undergraduate Caucus for comment.

Be it resolved that the assembly amend the agenda to include the above amendment proposed.

Secretary Seneca Velling and Speaker Elizabeth O’Sullivan.

Motion is considered friendly and adopted

With no further opposition, the Speaker adopted the agenda, as amended.

TERRITORIAL ACKNOWLEDGEMENT

Pursuant to Federation Policy 50, Indigenous Engagement and Inclusivity, the Federation of Students’ Council acknowledges:

The University of Waterloo is on the traditional territory of the Neutral, Anishnaabeg, and Haudenosaunee peoples. The University of Waterloo is situated on the Haldimand Tract, land promised to the Six Nations, which includes six miles on each side of the Grand River.
CONSENT AGENDA

APPROVAL OF THE MINUTES

Be it resolved that Council approves the minutes of the 23rd of November 2018 Meeting.

Speaker Elizabeth O’Sullivan suspended the item after noting that the minutes had not yet been completed by Secretary Seneca Velling.

Be it resolved that Council table the item until the next regular meeting.

Speaker Elizabeth O’Sullivan and Science Society Designate Austin Richard.

Motion carries

Tabled until the next Regular Meeting.

EXECUTIVE REPORTS

PRESIDENT (RICHARD WU)

President Richard Wu noted that some items had been sent to the Council mailing list in advance of the meeting. He stated that the University has drafted a Freedom of Expression policy for review and sent it to all relations committees seeking feedback. The Federation is coordinating feedback from undergraduates. The President stated that if there are comments or feedback please forward such commentary to comment@feds.ca. The deadline for feedback is Monday, Dec 3rd, at 10 AM.

The President also called the assemblies attention to an email sent on behalf of the webteam for a Card Sort activity by himself and then again by the Secretary of Council. This exercise will help the webteam in building the governance portions of the website to be more navigable and understandable.

The President is hiring an Elections Events Coordinator, the deadline for application is tonight at 8 PM. More information would be provided to Council soon as to the nature of the role.

Councillor Junru Chen inquired as to the Waterfowl Mascot Committee’s progress. The Councillor stated there were numerous requirements including public surveying and a design competition for the mascot that did not seem to have occurred yet. President Richard Wu noted that the Committee would be meeting in Winter term. Jerry thought that would be appropriate.

Secretary’s Note: Councillor Oliver Campbell arrived at 12:46 PM.

Councillor Linyi Cheng stated that the purpose of the waterfowl committee is to allow students to submit naming, design, and style of a mascot. The Councillor sought answers whether that had been conducted yet by the President or the Committee. The President responded that when the meeting convened it had only discussed committee mandate, there
was little progress on this item thus far. The next meeting will include an agenda item for discussion of this item, assured the President.

Councillor Linyi Cheng asked if the Federation has its own mailing list to which Feds can send notices to all students. President Richard Wu deferred to the Vice President, Education. Vice President Matthew Gerrits noted that this was identified as important by the Board of Directors and Executives, and as such has been discussed with the Registrar’s Office. The Vice President noted that he did not expect it to be completed this year, but perhaps in the next governing year. Vice President Matthew Gerrits noted that anything that we sends out goes to all members, but must go through the Registrar. Councillors inquired if in the past the Federation had its own mailing list. Vice President Matthew Gerrits was unsure, but said he would inquire. Councillor Linyi Cheng asked if there was a formal Memorandum of Understanding with the Registrar about such access to the mailing list. Vice President Matthew Gerrits is working on development of such an agreement currently; the Vice President was optimistic that this might be ready in the next governing year, given the positive reception from the Registrar.

Secretary Seneca Velling requested Speaker Elizabeth O'Sullivan be notified for questions, because the Secretary could not take minutes quickly enough given Councillors were speaking immediately subsequent to one another in rapid succession.

Councillor Linyi Cheng repeated for the record that back in June there was a discussion of a first year Council to facilitate first year engagement, this was referred to President’s Advisory Committee; Councillor Linyi Cheng inquired what progress had been made. President Richard Wu noted that President’s Advisory Committee was been unable to convene this term. Richard will be inquiring about what times. Councillor Linyi Cheng asked how frequently this committee had met. Councillor Jason Small noted that the President has only met President’s Advisory Committee once this entire governing year, but is required to meet the Committee monthly.

Secretary’s Note: As the Committee did not meet a second time in Spring term, no Vice Chair was appointed to conduct the business of the Committee if the President did not call for meetings.

Councillor Linyi Cheng asked what President Richard Wu’s landmark accomplishment for having been in office for 8 months. President Richard Wu reported he had nothing landmark to note. The President noted that a majority of his time is spent on University committees. He stated that currently he is working with Amanda Cook (the Sexual Violence and Prevention Coordinator) and bringing bi-stander intervention training to the Waterloo campus. The planning on this will happen in January.

Secretary’s Note: the President’s call dropped. The President re-connected to the conference line and continued.

Secretary Seneca Velling asked noted that the Sexual Violence Prevention and Response policy has been in the works for years after initiation by a government directive on the matter. The Secretary was curious if the president believed the policy would be completed this governing year and stressed the importance of a comprehensive Sexual Violence policy on the Waterloo campus. Secretary Seneca Velling criticized the pace the policy has been proceeding at in the University Senate and its committees. President Richard Wu noted that Policy 42 was re-drafted and the draft is going to run through Committee feedback and
will be out for public consultation in the Winter term.

The President stated that priority was currently being provided to Policy 33, Ethical Behaviour. The policy is getting overhauled and required substantially more input, this policy review process, noted the President, has also been running for two or three years. President Richard Wu expressed a belief that this glacial pace is likely the result of University bureaucracy and a desire to ensure all voices are heard. Secretary Seneca Velling inquired why Policy 33 was given priority over 42. President Richard Wu noted that personally 42 was a key policy in development and major focus of his work. Policy 33 is also important though because it interfaces with Students in a number of ways. He noted he was excited to continue working with Amanda Cook on this.

Vice President of Student Life (Savannah Richardson)

Vice President Savannah Richardson noted most things were outlined in her report and provided a brief summary of the written report. The Vice President, Student Life noted that Science Society Designate Austin Richard and Councillor Alex Eyre were working with herself and other stakeholders on PPC’s subcommittee for mental health and wellness policy. Vice President Savannah Richardson stated a draft of this policy should be ready for PPC to review by the beginning of January.

Councillor Linyi Cheng noted that MATES is expanding into V1 and UW Place; he inquired which metrics are used to evaluate the success of the MATES program. (Councillor Linyi Cheng noted this question was asked originally in approval of the service). Vice President Savannah Richardson noted that an optional survey was being worked on for MATES attendees/users to get feedback on the experience. In addition, Campus Life Advisory Committee was working on metrics for evaluating service success (both soft/hard metrics). This can be expected for information to Council in Winter term.

Secretary Seneca Velling, echoing Councillor Linyi Cheng’s questions to the other Executives, asked what Vice President Savannah Richardson felt her landmark accomplishment for eight (8) months in office. Vice President Savannah Richardson noted that RAISE will be officially launched in Winter and had had their first event this past week. The Vice President was also quite proud of bringing services to satellite campuses (thus far Student Food Bank had been brought to satellite campuses, and the Vice President, Student Life was looking to bring MATES and Bike Centre as well). Vice President Savannah Richardson reminded Council that next meeting her Action Plan update would be provided in which Councillors would find many other items, but these have been her top achievements of note.

Vice President of Operations & Finance (Kurt MacMillan)

Vice President Kurt MacMillan noted that he submitted a comprehensive report to Council for the December meeting detailing day-to-day considerations and high-level management matters worth noting. Secretary Seneca Velling thanked the Vice President for the quality of his report and its thoroughness.

Councillor Jason Small asked what had been planned with the Bombshelter Pub. noted that this was in discussion, and the Board was preparing action on this matter. The Vice President stated that options were still being considered.
Councillor Linyi Cheng asked what the Vice President thought his landmark achievement had been now that he had been eight (8) months in office. Vice President Kurt MacMillan noted that this would be in his Action Plan update to be provided to Council in January, but his biggest one (not in the Action Plan currently) is getting the University Fair Trade certified. Another item would be for UPASS for increasing accessibility access for these students (opting into the busing program). The Vice President, Operations and Finance stated that coming from an athletics background, he sought to strengthen the relationship with this University Department; greater student engagement from Athletics students and strengthening the community involvement in student governance was important to him.

**Vice President of Education (Matthew Gerrits)**

Vice President Matthew Gerrits called Council’s attention to aspects of his report — including hiring a new Academic Affairs Commissioner. Additionally, the Vice President, Education noted that October and November are very external advocacy heavy months for his portfolio. This external focus with the Ontario Undergraduate Student Alliance lobby week and their General Assembly, and then UCRU in Ottawa coming up. This has been very successful, but for the last few weeks some of Vice President Matthew Gerrits’s committees have not met as a result of this external focus. The Vice President reassured Council the Committees would be picked back up in January following exams and the holidays.

The Vice President, Education welcomed any questions from his report of otherwise.

Councillor Alex Eyre asked about Ontario Undergraduate Student Alliance (OUSA) and recalled that the OUSA General Assembly had adopted a motion on Freedom of Expression. The Councillor noted that the OUSA was lobbying in Queen’s Park and asked what policies were being lobbied for. Vice President Matthew Gerrits noted that he lobbied many Members of Parliament from all parties on matters including Sexual Violence, Teaching and Assessment, and others. Vice President Matthew Gerrits noted there was a focus on preparing graduates for the work force.

Councillor Linyi Cheng recalled that in the prior meeting Councillors had expressed concerns on the cost of Waterloo works, he called attention to the annual maintenance fee for the website/service. Vice President Matthew Gerrits responded that he had brought up with CEE staff the costs of WaterlooWorks and the advisory committee, he will be looking into providing student input going forward. Councillor Linyi Cheng followed up if it was possible to determine what the annual maintenance fee was for the website. Vice President Matthew Gerrits said that this is something Co-op Affairs Commissioner Connor Plante and himself could bring up if to see if the Co-op Department would be willing to provide this information to Feds. Councillor Linyi Cheng requested that this occur.

Councillor Linyi Cheng noted that Vice President Matthew Gerrits’s report mentioned the co-op office was looking into a new co-op employment statistics bundle that would be more transparent. Councillor Linyi Cheng could not make any sense of what these statistics would look like, and asked for Vice President Matthew Gerrits to brief Council at the next meeting about what this new statistics bundle would be. Vice President Matthew Gerrits noted that he would be happy to bring this to Council at the next meeting, and he encouraged the Councillor to reach out to Co-op Students Council and himself to get additional details in the meantime.
Councillor Linyi Cheng asked that given Vice President Matthew Gerrits has been in office for eight (8) months, what does he believe to be his landmark accomplishment. Matt noted he would be sending Action Plan updates and achievements to Council for the January meeting, but cited that much of his work is advocacy which is always an on-going process. The biggest things has been driving student engagement in provincial, municipal, and Feds referendum turnout. The Vice President recalled that there was a six-fold increase seen in voter turn out on campus for the Municipal vote, and 30% undergraduate turn out in the referendum on Fall Reading Week.

Councillor Alex Eyre returned to policies from OUSA and stated that he had reviewed the new Freedom of Expression policy from OUSA which asked that government to rescind their directive on Free Speech. Councillor Alex Eyre expressed disapproval for this policy stance and inquired how the lobbying occurred with respect to this item. Vice President Matthew Gerrits noted that this was something that had been discussed at lobbying at Queen’s Park, but was mostly directed toward reforms to make the directive more holistic.

**Reports from the Board of Directors**

The Chair of the Board provided an oral report to Council highlighting major aspects of the Board’s work in the last month, beyond what had been addressed by the Executives.

The Chair noted he had provided a very comprehensive update at the prior meeting two weeks before, but that the Board’s Annual Plan update was to be provided to Directors at the Board’s December meeting. The Chair noted that Executive Action Plan updates were also being provided to the Board.

The Board had approved a resolution to reform Budget practices such that all budgets will be reviewed by the BA Committee. This would provide a Council and at-large member committee to set, review, and vet all Budgets of the Corporation.

The Chair noted that Council seat allocations would be determined in the next meeting, the current discussion was about choice of Institutional Analysis and Planning (IAP) versus the Registrar’s data and how to handle multiple/inter-faculty studies voters.

The Board is due to set its Winter GM date, the Chair noted he had reached out to societies regarding times that worked best for their constituents. The Marketing & Communications Department had provided a detailed review of the potential date options for the GM based on other activities and marketing priorities for the Federation. The Board was also continuing to review and revise the Task Force’s recommendations and will present Council an update as well as any changes to the existing set of recommendations (eg. we want to strengthen the role of town halls) in the coming term.

The Chair encouraged Councillors to attend the Feds Card Sort activity for the governance portion of the website.

Councillor Jason Small asked about the various data sets for Council seat allocations and whether the difference between the two data sources have to do with counting co-op students. Chairperson Velling stated he did not believe so, but deferred to President Richard Wu to answer the question. The President reported that currently no, both account for co-op students. The IAP data set is in one term arrears, whereas the registrar’s data only counts fees arranged students.
Secretary’s Note: President Richard Wu and Vice President Matthew Gerrits left the Council teleconference call at 1:21 PM.

REPORTS OF THE OFFICERS OF COUNCIL

DEPUTY SPEAKER OF COUNCIL (JASON SMALL)

Deputy Speaker Small noted that if Committees have meetings and engage in more specific discussion on Council business. The Deputy Speaker encouraged Councillors to contact the chair of the committee and what agenda items there are (this is an obligation of the Chair of the committee to report) if they were interested. Most committees permit calling in, so this is something Councillors can request if they wish to participate.

SECRETARY OF COUNCIL (SENeca VELLING)

Secretary Seneca Velling noted that President Richard Wu had informed him of the resignation of Asif Nawaz from the Policies and Procedures Committee. The Secretary noted that the Council needed to determine a course of action with this at-large member seat. Vice President Savannah Richardson noted that IAC also had such a vacancy.

Jason small proposed that the committees may fill vacancies subject to ratification from Council at a future regular meeting.

Be it resolved that Committees of Council may fill at-large vacancies subject to ratification by Council at a future meeting.

Councillor Jason Small and Vice President Savannah Richardson.

Secretary Seneca Velling requested the Committees post and advertise the vacancies. Vice President Savannah Richardson suggested posting on Feds.ca on the opportunities page.

Motion carries, Secretary Seneca Velling noted in abstention.

Expulsion Vote for a Councillor

Secretary Seneca Velling informed the assembly that Councillor Jack Codini had accumulated an additional unexcused absence and if Councillors wished to move a resolution for expulsion of the member that could be done now.

Be it resolved that Council removes Councillor Jack Codini from Council.

Councillor Benjamin Easton and EngSoc B President Katie Arnold.

Councillor Benjamin Easton spoke to the item and noted that Councillors should take attendance at meetings seriously and having an unexcused mark after already surviving one expulsion vote was not permissible. EngSoc B President Katie Arnold noted that it is important to represent constituents and by failing to attend the Arts Councillor was failing to represent his constituency.
Councillor Jack Codini responded to criticisms noting that he does not live in the Kitchener-Waterloo region, but rather the GTA. He noted he had orthodontics appointments during the last meeting and that his health came first. Speaker Elizabeth O’Sullivan noted that any member could ask to be excused and she had never denied such a request historically. Science Society Designate Austin Richard asked why Councillor Jack Codini did not seek to be excused from the November meeting.

Councillor Jack Codini stated he had nothing further to say and invited the vote.

Councillor Jason Small noted an electronic ballot for Councillors on teleconferencing to participate.

The ballots were cast by the assembly.

**Point of Order:** Secretary Seneca Velling rose to a point of order that the bylaws specify a majority to remove a director, but precedence on the Council has been by two-thirds majority (\( \frac{2}{3} \)).

Councillor Jason Small recommended Speaker Elizabeth O’Sullivan issue an interpretation that the threshold by precedent was acceptable because setting a higher threshold for removal was effectively a standing order of Council, whereas setting a lower threshold than simple majority would be a violation of the bylaws. The Deputy Speaker determined no fault in using precedent. Speaker Elizabeth O’Sullivan concurred and two-thirds was used as the threshold to uphold precedent.

**Be it resolved that** Council certify the ballot of the expulsion.

*Councilor Jason Small and Councilor Oliver Campbell.*

**Motion carries** unanimously

The Councillor was not expelled because the vote for removal failed to garner the necessary two-thirds of the assembled Councillors.

Councillor Rongzhao Li requested the results of the vote:

- 9 votes yay;
- 6 votes nay; and
- 7 abstentions.

Councillor Jack Codini is to remain an Arts Councillor.

**Inquires for the Secretary**

Councillor Linyi Cheng noted that he sent an email to the Officers about creation of an 'about-us' page on the website for the Councillors with photos and biographies. Secretary Seneca Velling noted that the request has been forwarded along to the President and website support staff.

Councillor Linyi Cheng asked for Feds Report letter heads to use for caucus reports. Secretary Seneca Velling noted he would send the letterhead to Council.
REPORTS OF COUNCILLORS

APPLIED HEALTH SCIENCES CAUCUS

Councillor Ethan Candler informed Council that AHSUM and AHS Councillors held a student engagement and feedback session on Campus life. Some questions focused on Mental Health and sensitivity training as well as equity building. Councillors felt some of the concerns were being well addressed through Federation services currently. A request was received for iNews to sell cigarettes. Secretary Seneca Velling apologized and informed the AHS Caucus that iNews was not allowed to sell Cigarettes on campus.

ENGINEERING CAUCUS

Engineering Society wished everyone good luck in their exams. Councillor Linyi Cheng raised two reports, nominations for elections and two-ply toilet paper. The Councillor noted that 390 social media based responses (with 90% in support of 2-ply toilet paper lobbying) were received. Councillor Linyi Cheng highlighted that he and Secretary Seneca Velling were recommending an advocacy policy or stance on this matter.

SCIENCE CAUCUS

Secretary Seneca Velling noted ongoing consultations on co-promotion for elections with the Science Society.

ST. JEROME’S UNIVERSITY CAUCUS

Councillor Oliver Campbell informed Council that the President of the St. Jerome’s Student Union is stepping down and that he would be filling this position going forward.

GENERAL ORDERS

TWO-PLY TOILET PAPER ADVOCACY

Be it resolved that Council adopts the Two-Ply Toilet Paper Advocacy Policy, as presented.

Secretary Seneca Velling and Councillor Linyi Cheng.

Secretary Seneca Velling spoke to the item and the consultation, including discussions with University administration during various strategic planning consultation sessions, about the value of this minor advocacy point for students. The Secretary noted that while characteristically less serious and demanding than the typical very important efforts made by the Federation, this was nevertheless important to students and something every student could relate to. Secretary Seneca Velling expressed his belief that this was better set as an advocacy stance from Council for some period of time, rather than a formal
advocacy policy. Seneca recommended to amend the motion to be a resolution rather than a policy.

Vice President Savannah Richardson introduced comments and concerns on behalf of Vice President Matthew Gerrits regarding prioritization of policies and stances. The Vice President, Student Life supported Secretary Seneca Velling’s recommendation to make this an advocacy stance rather than codify it as an official policy.

Councillor Linyi Cheng noted that many students participated in consultation and electronic survey on this item and stated that as representatives of constituents, why should Council not lobby on this item if students want it. Councillor Linyi Cheng noted this was also a matter of fairness, because some University stalls had two-ply toilet paper. The Councillor framed the debate as one of egalitarianism. Councillor Linyi Cheng noted that there may be some possible issues, like economic costs and plumbing concerns, but that the University’s cash and cash equivalent is \( \approx 53 \) $ it was not unreasonable to ask for a minor investment that could augment student experience substantially. Notably, Councillor Linyi Cheng highlighted that Laurier has two-ply toilet paper.

Secretary Seneca Velling clarified that resolutions would still be advocated for, but would not be added to the policy manual and standing policies would be prioritized.

Councillor Jason Small noted that the only consultation so far had seemed to occur through the Waterloo Reddit page. Councillor Jason Small expressed support for this being something students want, but that is not the same as making it a considerable advocacy priority of our organization. Councillor Jason Small encouraged Councillor Linyi Cheng to bring this up with the appropriate persons in the administration.

ESS President Carly Mirrles yielded her time to member of the gallery, Stephanie Ye-Mowe. Member Ye-Mowe noted that Councillor Linyi Cheng as working with a sample population that is not representative. To jump from Reddit’s userbase having 90% support for the idea to 90% of students want something is not appropriate. Member Ye-Mowe felt that while it is good to reach out to students on the Reddit platform, to treat it as a legitimate statistical sampling was not appropriate. The member continued that given other things on Feds’ advocacy plate could hamper opportunities to negotiate with the University on other items, if time is wasted on this.

Councillor Oliver Campbell noted that as a person who was used first hand\(^1\) the washrooms on campus, he supported the resolution be it as a stance or a policy. Logistically speaking, doubling the amount of one ply toilet paper vs half the amount of Two-ply toilet paper used should not introduce problems posited the Councillor.

Councillor Joshua Mbandi thanked Secretary Seneca Velling and Councillor Linyi Cheng for introducing this. Councillor Joshua Mbandi sought to address Councillor Linyi Cheng’s concerns; he does not think it is delegitimizing the two-ply toilet paper matter to have this be addressed by resolution; students also care about a lot of other things that can effect people’s lives far greater and more important.

Councillor Jack Codini noted that this is not the most important issue — the Councillor cited free speech policies, tuition advocacy points, legal service support, sexual violence

---

\(^1\)Councillor Oliver Campbell cited that this pun was intentional.
Councillor Linyi Cheng was surprised by the level of debate on this. Councillor Linyi Cheng did note that looking into economic costs was something built into the draft policy. Multi-million dollars in profit for this University provides suitable funds for pocket change for better toilet paper for students. Councillor Linyi Cheng inquired other means Councillors recommended for touching base with their constituents. The Councillor noted that the population of the Waterloo Reddit is primarily Math and Engineering, and cited that for his constituency it was a reasonable outreach method.

Councillor Linyi Cheng clarified that he is not trying to criticize the importance of other advocacy topics, but when you can get 90% of respondents to agree on one item it is something that people like typically. Councillor Linyi Cheng then highlighted his support for Legal Service and noted his disdain for KW4Rent. He stated that two-ply toilet paper will effect student experience and that is why it matters.

Councillor Alex Eyre stated that passing this policy is not mutually exclusive with other advocacy goals. He stated that this is an easy win to discuss with the President of the University and appropriate administration. This is also good optics to help ordinary students. Councillor Alex Eyre noted he would support this as a resolution or a policy.

Councillor Joshua Mbandi clarified that he did indeed support Councillor Linyi Cheng and Secretary Seneca Velling’s proposal, but just saw it more reasonable to be framed as a resolution than a policy.

Science Society Designate Austin Richard moved to amend this to be a resolution for a two governing year period:

**Be it resolved that** Council amend the motion to replace "advocacy policy" with "advocacy resolution, that shall be lobbied for over a two (2) governing year period."

*Science Society Designate Austin Richard and Secretary Seneca Velling.*

**Motion carries** with Councillor Linyi Cheng and Councillor Rongzhao Li noted in opposition.

**Motion carries** with Councillor Jason Small in opposition, EngSoc B President Katie Arnold in abstention, Councillor Joshua Mbandi, Councillor Jack Codini, Secretary Seneca Velling, Councillor Rongzhao Li, Councillor Linyi Cheng, Councillor Rana Saleh, Councillor Yussef Ourchane noted in favour.

**Prohibiting Funding from External Student Unions**

**Be it resolved that** the Students’ Council approves the amendment to Policy 41, *Political Non-Partisanship*, as follows:

-'Be it further resolved that* no Federation subsidiary, club, society, Officer or Director, or electoral candidate may be financed by, or otherwise receive external funds or in-kind donation from, external student unions or political
lobbying organizations to which the Federation is not a member (eg. Canadian Federation of Students), save for where expressly authorized by a waiver of this provision by three fourths (3/4) majority of the Students’ Council."

Secretary Seneca Velling and Vice President Savannah Richardson.

The Secretary noted there were edge cases on his motion that had not been fleshed out and he was intending this as a first reading of the amendment. He stated that he wished to refer the policy amendment to the Internal Administration Committee (IAC) and Committee of Presidents (COPs) for consultation and further amendment due to potential for inconvenience to these groups.

**Be it resolved that** Council refers the amendment to the IAC and the COPs to determine those subsidiaries, clubs, and Societies for whom exemptions shall be required and what such exemptions may be;

**Be it further resolved that** the IAC and COPs shall refer to PPC all such materials, opinions, and recommended amendments for any updates to this amendment;

**Be it further resolved that** the PPC shall return the amendment motion to Council in the Winter term.

Secretary Seneca Velling and Councillor Jason Small.

Vice President Savannah Richardson noted it would be provided to COPs and IAC in January.

Councillor Alex Eyre wanted to ensure partisan clubs could get funding from local electoral associations or funding from external groups for food or events (like think tanks and lobbying orgs offering to hosting a Speaker). Councillor Joshua Mbandi agreed with Councillor Alex Eyre’s statement and noted that interpretation of this might hurt non-political clubs as well. He supported the motion to refer and thanked the Secretary for suggesting it, but stated he thinks all clubs should be exempted as requirement. He also believes that the voting threshold the motion would impose should be lowered to simple majority or two-thirds majority for waiver of the rule. Councillor Joshua Mbandi recommended some changes to this effect to be considered by IAC and COPs.

Secretary Seneca Velling noted that currently some clubs do receive funding from the Canadian Federation of Students (CFS), which creates a risk on campus of politicization of post-secondary advocacy. The Secretary highlighted examples of legal disputes caused by CFS and cited Windsor as an example. Councillor Joshua Mbandi suggested that clubs receiving funding from CFS currently should be part of this conversation. Secretary Seneca Velling stated that he had already had similar discussions about bringing those groups into conversations with IAC with Vice President Savannah Richardson prior to the meeting which is what motivated this referral motion.

**Motion carries** unanimously. The item is referred to the IAC and COPs for opinion and amendment, subject to further amendment by PPC.
Deputy Speaker Small noted that any Councillor with concerns contact Vice President Savannah Richardson and Secretary Seneca Velling and they are entitled to attend and IAC consultation session (in public), but may be requested to leave by Vice President Savannah Richardson at any time due to the fact that IAC is a confidential committee.

**Ratification of the Winter 2019 Engineering Vacancy Filling**

Whereas the Engineering Society’s Board of Directors has selected Mariko Shimoda to occupy the vacant engineering councillor voting seat during the Winter 2019 term, provided that said seat is not filled through an election during that period,

Be it resolved that Council ratify that appointment in accordance with Policy 55, *Society Presidents and Designates on Council.*

Councillor Jason Small and Councillor Alex Eyre.

Councillor Jason Small noted that after the Societies Presidents & Designates on Council policy was passed, EngSoc A President Mariko Shimoda raised a point of order to give EngSoc B President Katie Arnold the seat. Councillor Jason Small felt this decision should go through the governing body of the Engineering Society, and EngSoc’s Board endorsed the decision of Council on filling the vacancy with Katie. In addition, because EngSoc B President Katie Arnold would be the on term president in the Winter 2019 temr, the Engineering Society Board of Directors appointed EngSoc A President Mariko Shimoda to fill the vacancy in a *pro tempore* capacity. Councillor Jason Small now wished to ratify that appointment pursuant to the policy.

EngSoc B President Katie Arnold asked who calls by-elections. Secretary Seneca Velling highlighted the by-election process. The Secretary noted that by the bylaws prohibited by-elections to be used to fill vacancies within the same term as a General Election.

Motion carries with EngSoc B President Katie Arnold and Councillor Jason Small in abstention.

**OUSA Membership Review**

Be it resolved that Council suspend the rules to allow the OUSA membership vote to occur at February regular meeting of Council instead of the January regular meeting.

Secretary Seneca Velling and Science Society Designate Austin Richard.

Secretary Seneca Velling introduced the motion and spoke to his discussions with the Vice President, Education about the reasoning. The Secretary encouraged the Council to provide the OUSA Review Panel additional time to complete their report. Secretary Seneca Velling also noted that he expected Vice President Matthew Gerrits, the Education Advisory Committee, and the panel to provide procedural recommendations for reforms to the current process based on the handling of this deep-dive membership review.

Motion carries
CORPORATE & GOVERNANCE PLANNING POLICY

Be it resolved that Council gives leave to introduce the Corporate & Governance Planning policy, as presented, for first reading;

Be it further resolved that the policy and deliberation of debate is referred to PPC for consideration and shall be provided to the Board of Directors for comment.

Secretary Seneca Velling and EngSoc B President Katie Arnold.

Secretary Seneca Velling introduced the policy and noted that himself and EngSoc B President Katie Arnold had developed it in consultation with a couple Directors. Secretary Seneca Velling highlighted concerns with the current Action Plan framework, the desire of the Board of Directors to formalize the Annual Planning process, and the opinion of former Officers of the Corporation and Council that the Long Range Plan should be bicameral approved (or developed by the Board and approved by Council).

Secretary Seneca Velling noted there were areas to improve the policy and he anticipated the discussion at Policies and Procedures Committee.

Vice President Kurt MacMillan brought up some questions on Vice President Matthew Gerrits’s behalf.

If you expect furtherance of advocacy objectives, do not expect SMART goals. In the current state, executive action plans are generally meant to be created with actionable pieces in mind, and are approved by Board as the general performance overview body. I think this is a valuable discussion, it is also one that I would also much rather see recommended to the Board for discussion than decided by Council.

Also please note that no reference is made to election platforms of Executive within the policy. This body [Council] has made reference in the past to the importance of elected representation, and some consideration should be given to platform points of the elected executive.

What occurs in the circumstance that bicameral agreement can not be arrived at? It is the Board’s responsibility to make actionable commitments, and is legally obligated to do so with the general welfare of students in mind, and with consideration of students council advocacy priorities in mind.

Secretary Seneca Velling addressed Vice President Matthew Gerrits’s point and thanked Vice President Kurt MacMillan for relaying the note. The Secretary cited that the Action Plans are indeed meant to turn campaign goals into actionable achievements, but they are political and governmental goals, which ought to go through the Student Government, viz. Council. Secretary Seneca Velling referenced the "2014 Governance Review" which cited that Action Plans should go through the Council review and consultation rather than Board review and approval.

---

2Secretary Seneca Velling noted this was incorrect and identified statements to this effect in the policy.
3The Review can be found on the Federation website, here.
Secretary Seneca Velling also stated that while yes the Board is generally responsible for long-term considerations and strategic objectives, it must do so within Council’s legislative mandates. The Board is responsible for constructing the Long Range Plan, but Secretary Seneca Velling stated that more preferably to him than bicameral approval was sole approval by Council (but preparation and consideration of recommended amendments by the Board).

Vice President Savannah Richardson noted that the time-line for the Exec Action Plans is a bit tight currently and that lead to concerns this year, she encouraged Policies and Procedures Committee to see this expanded if the policy passed first reading. The Vice President also noted she would like to see more consultation with Executives on this policy. Secretary Seneca Velling agreed, but noted the policy process demanded that Council permit development of the policy in committee and consultation in committee. The Secretary said the policy process was to ensure consultations occurred in Committee and he encouraged the Policies and Procedures Committee Vice Chair, Science Society Designate Austin Richard, to invite Executive for consideration of the item in Committee. Secretary Seneca Velling also noted that Executives were Directors and thus would see the policy at the Board as well.

With no further commentary, Speaker Elizabeth O’Sullivan brought the motion to a vote.

**Motion carries**

**Consideration of an Executive Feedback Session**

**Be it resolved that** Council adopts the resolution to convene an Executive Feedback Session, as presented.

*Councillor Jason Small and Councillor Joshua Mbandi.*

Councillor Jason Small noted that in the past meeting that there was considerably interest in holding an Executive Feedback session. Councillor Jason Small welcomed amendment for a different time for the session, but currently noted that the resolution set it to take place immediately after this meeting.

Vice President Savannah Richardson noted that the idea of feedback is supported. She expressed concern for the structure and what contents of the session would be. Councillor Jason Small directed the VP to the final motion about contents. Vice President Savannah Richardson requested this opportunity be constructive. Speaker Elizabeth O’Sullivan noted that the conversation or framework would be clearly constructive and the Feedback Officer would be principally charged with filtering inappropriate or un-constructive commentary out. Councillor Jason Small responded that only constructive feedback would be provided. The Deputy Speaker noted this would be a semi-casual session, it would be structured to focus on taking down all information said (constructive or otherwise), and the raw minutes would be destroyed but filtered for constructive anonymous feedback which will be sent to the Executives and Officers of Council.

Councillor Joshua Mbandi asked what the reasoning was for such a session beyond simply Council’s typical review of Executive reports. Councillor Jason Small noted the difference
here is bigger picture (hearing goals and seeing achievement and giving recommendation). Anonymity is also not a mechanism that should not be undervalued by Council. People in regular council sessions may not speak, especially during Executive reports on specific items the Executives bring up, but this is a more open conversation focused on self improvement.

Secretary Seneca Velling spoke to similar mechanisms being carried out in other institutions and noted he supported the ideas of keeping Chair of the Board and Secretary of the Corporation out of the room. The Secretary also noted that he supported the Deputy Speaker chairing the session because it enables the Speaker to participate.

**Be it resolved that** the feedback session occur on the first Sunday in January.  
*Secretary Seneca Velling and Councillor Joshua Mbandi.*

Vice President Savannah Richardson raised concerns about doing work on a structured holiday break and about detailed Action Plans at the first Council meeting in January. Councillor Joshua Mbandi asked about the timing. Councillor Jason Small noted that the later in the term the session is held the less value this has for improvement in the final period in office.

Seneca Vellingspoke to the date of the 6th being reasonable. Elizabeth noted that for Councillor attendance it may be best to wait until the 13th.

**Be it resolved that** Council amend the motion to read 'session on day of the 13th following the regular Council meeting, Council shall begin 10:30 AM.'  
**Point of Information:** Councillor Linyi Cheng rose to a point of information about the time zone and start time of the meeting. Speaker Elizabeth O’Sullivan noted it would begin at 10:30 AM Eastern Standard Time.  
**Motion carries** with Councillor Linyi Cheng, Councillor Junru Chen, Councillor Yussef Ourchane, and Councillor Rongzhao Li in opposition.

Secretary Seneca Velling noted that some councillors were calling in from other time zones and this was the source of opposition.

**Be it resolved that** Council orders the Speaker to excuse lateness up to one (1) hour for the Council meeting on the 13th of January.  
*Secretary Seneca Velling and Councillor Jason Small.*

Councillor Rongzhao Li asked for the excused absences/lateness to cover until regular meeting times at 12:30 PM.

**Be it resolved that** Council amend the amendment to excuse lateness up to regular meeting times at 12:30 PM.  
**Motion is considered friendly and adopted**

**Motion carries**

**Be it resolved that** Council orders the destruction of all minutes and any other records presented or discussed during the Feedback Session save for constructive feedback filtered by the Deputy Speaker.  
*Secretary Seneca Velling and Councillor Jason Small.*
Vice President Savannah Richardson asked about the time-line for delivery of constructive feedback to Executives. Councillor Jason Small noted that no structured time-line on delivery of feedback was set and that could be problematic.

**Be it resolved that** Council amend the amendment to require that the filtered feedback must be provided to Executives within one (1) week of the feedback session.

**Motion is considered friendly and adopted**

**Motion carries** with Vice President Kurt MacMillan and Vice President Savannah Richardson in abstention.

**Resignation of a Councillor**

**Be it resolved that** Council accepts the resignation of Science Councillor Benjamin Easton due to transfer between Faculties.

*Councillor Benjamin Easton and Speaker Elizabeth O’Sullivan.*

Speaker Elizabeth O’Sullivan speaks to the item, noting that Council must accept the resignation.

Councillor Benjamin Easton noted he is switching faculties and does not feel it is appropriate to represent science students when he no longer serves in this capacity. Secretary Seneca Velling highlighted the excellent work of Councillor Benjamin Easton on numerous occasions and noted his dedication to both the Science constituency and his role as Municipal Affairs Commissioner.

**Be it resolved that** Council thanks Benjamin Easton for his service to Council and the Science Caucus.

*Secretary Seneca Velling and Councillor Oliver Campbell.*

**Motion carries** unanimously.

Speaker Elizabeth O’Sullivan returned debate to the main motion. With no further commentary, the motion was brought to a vote.

**Motion carries**

**New Business**

**Senate Election Rules**

**Be it resolved that** Council refers to the Senate Undergraduate Caucus consideration of new elections requirements for undergraduate Senatorial elections administered by the Federation.

*Secretary Seneca Velling and Councillor Jason Small.*
Motion carries with Councillor Benjamin Easton, Councillor Yussef Ourchane, Councillor Linyi Cheng, EngSoc B President Katie Arnold, Councillor Junru Chen, and Councillor Jason Small in abstention.

COMMISSIONERS REPORTING TO COUNCIL

Be it resolved that Council amend the agenda to include:

Be it resolved that Commissioners shall attend Council meetings at the very least if items of business on the agenda pertain to their portfolios.

Motion carries

Be it resolved that Commissioners shall attend Council meetings at the very least if items of business on the agenda pertain to their portfolios.

Secretary Seneca Velling spoke to the fact that Commissioners should be attending Council as nonvoting members. The Secretary noted at the very least, Commissioners should be in attendance if items on the agenda pertain to their portfolio.

Secretary Seneca Velling also stated that Commissioners reporting could be improved. Vice President Savannah Richardson suggested strengthening reporting of Commissioners through Executive reports, which Secretary Seneca Velling noted his support for.

Motion carries with Councillor Joshua Mbandi and Councillor Benjamin Easton in abstention.

ADJOURNMENT

Orders of the Day: Councillor Oliver Campbell called for the orders of the day. Speaker Elizabeth O’Sullivan noted that the scheduled time of adjournment was 3:00 PM, but the time was 3:15 PM. The Speaker called adjournment.

Secretary’s Note: the next scheduled meeting of Council shall occur on 13 January 2019 at 10:30 AM. Councillors teleconferencing from time zones outside of Eastern Standard Time will have lateness excused up until regular meeting times at 12:30 PM. Promptly following the meeting there shall be an Executive Feedback Session in which Councillor attendance is mandatory.
Students’ Council
Report of the President
Sunday, December 2nd, 2018

1. University Affairs
   A. Committees and Meetings
      a. Senate
         President Hamdullahpur discussed a number of different items in his report to
         Senate, and included the following:
         o As mandated by the provincial government, a draft of the university’s
           new Freedom of Expression policy has been created. It has been
           forwarded to each of the university’s Relations Committees for
           consultation and feedback. Councillors and their constituents will have
           the opportunity to consult and provide feedback on this draft policy
           until Monday, December 3rd. Please submit all feedback to
           comment@feds.ca.
         o In addition to a dashboard published by the Committee on Student
           Mental Health indicating the implementation progress of each
           recommendation, students are also invited to provide their thoughts,
           ideas, and feedback. The dashboard, feedback form, and other relevant
           documents can be found here.

      b. Policy 33/42 Review Committees
         o Initial draft policies and procedures have been created by both
           committees, and are awaiting comments and feedback from committee
           members. A consultation process for Policy 33 will be initiated by the
           committee sometime in the winter academic term.

   B. Building Projects
      a. SLC/PAC Expansion
         A new shipment of steel has been delivered to the site and construction on the
         main structure has resumed.

         Additionally, furniture consultations were conducted on Monday, November 19th
         and Tuesday, November 20th in the SLC Great Hall to gather feedback from
         undergraduate students on: (1) how they would like to see space within the new
         building expansion utilized, and (2) what types of furniture they would like to see
         to serve that purpose. Based on this feedback, representatives from the
         university, GSA and I went to Cambridge to discuss furniture options further with
         the manufacturer.

2. Affairs of the Federation
   A. Hiring Update
      I am in the process of hiring an Elections Events Coordinator for the upcoming winter
      General Election. The position will be involved in the planning and execution of all
      elections-related events, which are intended to raise awareness of elections and give
      opportunities for students to interact with their candidates.
B. Policies & Procedures Committee
The committee has met since the November 18th session of Council and are currently reviewing the Co-op and Open & Online Learning Policies proposed at the November 18th session. Of note, a number of policies and procedures are awaiting consultation from a number of different departments. The document listing all previous agendas and minutes can be found here.

3. External Affairs
A. Undergraduates of Canadian Research-Intensive Universities (UCRU)
In collaboration with student unions of other U15 schools from across the country, Vice President Gerrits and I will be in Ottawa between the 2nd and 6th of December to advocate on post-secondary student issues to Federal legislators on Parliament Hill.

Policy briefs on Tuition Tax Credits and Undergraduate Student Research opportunities, to name a few, have been prepared and will be used to inform our advocacy to Ministers, Members of Parliament, and their staff.
Kurt MacMillan
Vice President Operations & Finance
Report

December 2, 2018

Federation of Students
University of Waterloo

www.feds.ca
1.0 General Update

Board Related

- Created a summary of expenditures on the organization. This update was to determine how well the many departments budgeted for the year. There are no areas of concern, as all departments are on track for what was budgeted.
- Created a 3yr Business Outlook to notify the Board on business plans for our commercial operations. This report included ideas for improvement and growth while still following our values and mission statement.

Day-to-Day

- Had multiple meetings with department managers from the areas that fall under my portfolio including:
  o Marketing
    ▪ Discussed elections, voter turnout, referenda, and strategic plans.
  o Commercial Operations
    ▪ Discussed new ideas and concepts for our businesses
    ▪ Working on improving layout and food options at SOPhs Dispensary
  o IT
    ▪ Point of Sales system updates and specializations in coding
  o Accounting
    ▪ Discussed societies' budget packages
    ▪ Updates on accounting periods with invoices and purchase orders
  o SLC Operations
    ▪ Discussed bussing options and growth
    ▪ Turnkey@DC for bus sales has been a great addition and very popular for students
- Helped with our Commercial Operations during peak times to ensure quality service and speed
  o The Bombshelter Pub
    ▪ Managed bar nights and assisted in peak hours (ie. lunch rush)
  o International News
    ▪ Helped restock shelves and deliveries
  o Maker’s Kitchen
    ▪ Completed morning deliveries to socities’ Coffee and Donut Shops

Miscellaneous

- Teamed up with a working group with the Sustainability office to make our campus Fair Trade certified. Currently working with our commercial businesses to ensure we have Fair Trade products on the shelves and in the stores at all times
- Filmed my Exec Welcome to Winter Term video. Stay tuned for some great updates from the term and what’s in store for the rest of winter!
2.0 Committee Updates

Budget Committee

- Nothing to update as we have not met since last Council.
Savannah Richardson
Vice President Student Life
Report

November, 2018

Federation of Students
University of Waterloo
1.0 General Update

Special Events:
- Special Events Coordinator is working on finalizing details for Winter Welcome Week and Wellness Days engagements
- Bringing a DIY Trail Mix Bar to the School of Pharmacy on December 5th, waiting to hear back from the WASA President and GBDASoc President to confirm dates/times to bring a similar event to their respective campuses.

Services
- Recruitment for winter 2019 coordinators has taken place. Applications are still open for executives and volunteers.
- MATES has finalized its expansion into residences, holding office hours in V1 and UWP, into the Faculty of Mathematics, and into their own office in the SLC
- The Services Manager has been finalizing the logistics of office moves, taking place during the week of December 17th
  - SCI is moving to the SLC 2104
  - MATES and Food Bank are moving into SLC 3102
  - RAISE is moving into the old Warrior Tribe office

Societies
- Working on updating the list of sub-societies that are active under each of the societies outlined in the Societies Agreement

Clubs
- Working with the Clubs Manager and the Director of Campus Life to look at “Starts, Stops, and Continues” of the Club System in order to ensure we are adequately supporting clubs
  - One example is club’s finances. We know clubs would like access to their bank account status, and now they are able to view their account balances on the clubs’ administration page. Next step is adding transactions.

Miscellaneous
- McMaster Student Union visited Feds for best practice sharing with the Campus Life Department
  - Lots of discussions about student-run services
  - Discussed organizational structures at both student unions, specifically focused on marketing department
  - Discussed events for students

2.0 Committee Updates

Internal Administration Committee
IAC has reviewed many club applications and reviewed the Feds Awards nominations.

Campus Life Advisory Committee
CLAC has a meeting on November 29th and is reviewing the status of all subcommittees and determining a timeline for implementation of the updated reporting metrics and key performance indicators.
**Internal Funding Committee**

This is my last IFC update, as it has now formally been moved under VPOF’s portfolio. The committee reviewed a proposal submitted by the Association of Caribbean Students UW, which is still under review. I am working on compiling the documentation on where has been allotted the funding this fiscal year.

**Committee of Presidents**

Presidents began discussion what the winter term collaborative event could be. The presidents are interested in doing a Winter Fest. Next few COPs meetings will be used to plan this event.

At the last COPs meeting there was a discussion, about fostering a positive team dynamic, self-care, and time management. This provided an opportunity for a round-table discussion:

- Authentic leadership
- Fostering a good team dynamic: 1:1s (goals, what they hope to accomplish, how they need to be supported), regular check-ins,
- Tools to manage time: calendars, follow-up emails, notebooks
- Replenishing vs. depleting activities
  - Replenishing: things you do for fun, give you energy
  - Depleting: while events are fun they use lots of physical and mental energy,
  - Some things can be both, but it’s good to identify it
  - Find balance, to contribute to a positive student experience
  - Are the activities conducive to society, role, and/or personal goals?

*Edit from October 2018 report:* As Presidents we already have our own society to manage and keep running. Checking up on other Councilors does not seem to be the best suit of our time. With that being said, Presidents are not trained in the Council side. So it seems odd how the Presidents will be overseeing the Councilors. We Presidents have different responsibilities to our student societies. If this is an issue with Feds Councilors, Feds should be looking into better training for them. Not something the societies should be doing. Check in with the other councilors

**Service Coordinator Advisory Committee (Name TBD) and Service Advocacy Committee (Name TBD)**

While the intent behind this was well-founded, I did not execute it well in the fall term. I am spending the remainder of fall term working on terms of reference for these two committees in order to start strong for the winter term.
0.0 Announcements

Academic Affairs: Shehnoor Nasir has been hired and will be onboarded through the end of November and early December.

Housing Campaign: Benjamin and I are currently working on materials for a January rollout

Student Engagement on Social Media: Did an Instagram takeover for provincial student advocacy week, which saw over 1600 views and good audience retention through stories. Communicated Coop Fee news via twitter, and Connor shared via reddit, to limited effect.

OUSA Review Panel: Work has been progressing on individual sections, however the group has not re-met. I have asked for a suspension of the rules to be included in the agenda to allow the report to be completed at the high quality EAC and Council deserves to make an informed decision.

1.0 University-Related Activities

1.1 Feds Committees:

Education Advisory Council
Responsibilities: To advise the Vice President Education on academic issues facing Waterloo students.
Synopsis: Has not met since last report.

Co-op Students Council
Responsibilities: To advise the Vice President Education on co-op related issues, and to serve as an opportunity to interface with the Co-op Experience Staff.
Synopsis: Met to receive the news surrounding the Co-op Fee, a new initiative to support neurodiverse co-op students, the co-op experience review project, and a new formula for calculation of employment rates.

1.2 University Committees:

Co-operative Education Council
Responsibilities: A forum to review and to advise Co-op at UW.
Synopsis: Met to receive the news surrounding the Co-op Fee, a new initiative to support neurodiverse co-op students, the co-op experience review project, a new formula for calculation of employment rates, as well as an upcoming project on a skills/competencies framework for coop.

Senate Undergraduate Council
Responsibilities: To consider questions involving academic quality and undergraduate studies and provide recommendations to go forward to Senate
Synopsis: Nothing of note to report from the last SUC meeting.

CEPT2/CTAPT
Responsibilities: Investigating how course evaluations are done and how to improve them, and how to develop complementary methods.
Synopsis: Had a scheduling conflict at the last CTAPT meeting. CEPT2 has not met since my last report.

Co-op Comprehensive Review Committee
Responsibilities: Study and develop recommendations surrounding process with regards to the Co-op Fee.
Synopsis: Has not had a meeting since the last meeting, as phase 2 terms of reference are being reconstituted.

Provost Advisory Committee on Timetabling
Responsibilities: Look into scheduling and in particular the new scheduling system. Synopsis: Has not met since last report.

Student Technology Council
Responsibilities: Look into scheduling and in particular the new scheduling system.
Synopsis: Has not been constituted, however, I have an upcoming meeting with the university CIO.

Teaching and Learning Spaces Committee
Responsibilities: Look into improving teaching and learning spaces on campus
Synopsis: Has not met since last report

2.0 External Activities

2.1 Municipal/Regional-level
Town & Gown Steering Committee, City of Waterloo (Benjamin Easton)
Responsibilities: Bring together a smaller group of municipal stakeholders to assist with direction-setting for the broader Town & Gown Committee. Synopsis: Has not met since last report.

Unsanctioned Public Gatherings Task Force, City of Waterloo (Benjamin Easton)
Responsibilities: Represent UW students in ongoing discussion about large unsanctioned gatherings happening in the City of Waterloo
Synopsis: No report.

2.2 Provincial-level
Ontario Undergraduate Student Alliance (OUSA)
Responsibilities: Represent UW students to the provincial government through an alliance of like-minded undergraduate student associations. For more information on OUSA visit: www.ousa.ca.

Synopsis: Attended OUSA Lobbycon, OUSA had a total of over 60 meetings across four legislative sitting days, and also held a well attended reception. We had the opportunity to meet with representation of all parties, and meetings were roughly proportional to membership in the Legislature.

2.3 Federal-level
UCRU
Responsibilities: To advocate on behalf of students to the Federal Government. UCRU is made up of student leaders from U15 schools across Canada.

Synopsis: Had a meeting to go over student advocacy week logistics. Accommodation and travel is planned, meetings are being booked, and Richard and I have both been actively contributing to the writing of our briefs.

3.0 Other Stakeholder Meetings

3.1 University-level:
Some routine meetings, such as with AVPA Coniglio and AP Students Chris Read, but nothing of note as this has been a month largely focused on external advocacy.

3.2 Municipal/Regional-level:
None of note

3.3 Provincial-level:
Meetings included: Mitzie Hunter, Michael Mantha, Sara Singh, Merilee Fullerton, Randy Pettapiece, Ian Arthur, Jeff Burch, Sam Oosterhoff, Billy Pang.

3.4 Federal-level:
None of Note

3.5 Other:
None of Note

5.0 Upcoming Activities
Federal Lobby Week: 2nd to 6th of November.
Student Interest for Feds to Advocate for Two-Ply Toilet Paper

Councillor Seneca Velling - Science Caucus
Councillor Linyi Cheng - Engineering Caucus

Summary
On November 20, an online survey was created to gauge whether students wanted Feds to lobby the University for two-ply toilet paper. Over 275 unique ballots.

In total, 75% (223 votes) of participants noted they were strongly in support in response to the question "Should Feds lobby the University for 2-ply toilet paper?". Additionally, 14% (42 votes) noted they supported the lobbying, but not strongly; 4% (12 votes) were strongly opposed; 3% (9 votes) were opposed; and 3% (10 votes) were neutral on the question. Taken together, those in favour of the proposal totaled to 89% of respondents (265).

Motivation
The impetus to gauge student interest for two-ply toilet paper stemmed from several sources:
- Students have expressed dissatisfaction over using one-ply toilet paper.\(^1\) One student suggested calling for a referendum over two-ply toilet paper, which was popularly supported.\(^2\)
- Equipping washrooms with two-ply toilet paper would impact every student on campus and improve the student experience.
- Use of 2-ply toilet paper would reduce paper waste in bathroom stalls and would reduce overuse (in the long term).
- Consultation during multiple strategic planning consultation sessions yielded strong support for the suggestions of 2-ply toilet paper for augmenting the student experience at Waterloo.
- Several buildings, such as NH and the university colleges, already have two-ply toilet paper. However, these facilities aren’t easily accessible to most students.

Methodology
Before conducting an online poll, several students were informally asked if they wished the University to equip washrooms with two-ply toilet paper instead of one-ply ones. Most students agreed. Additionally, the idea was brought forward to President Hamdullahpur, University Administrators, and the Strategic Planning committee membership during strategic plan consultation sessions. The idea was well received and, with some staff and faculty expressed verbal support.

---

\(^1\) Examples include: [Maybe if we had toilet paper thicker than 1 nm, we wouldn't have this mess](https://example.com) and [Toilet paper in Waterloo restrooms is thinner than Air](https://example.com)

\(^2\) [Referendum to put 2 ply toilet paper in the washrooms on campus](https://example.com)
Subsequently, a Reddit post on r/uwaterloo\(^3\) was created that included a survey asking “Should Feds lobby the University for 2-ply toilet paper?”\(^4\) The survey offered five options:

1. Strong yes! I really support this!
2. Yes
3. Neutral
4. No
5. Strong no

The survey used “Browser Cookie Duplication Checking” technology to prevent duplicate votes. Note: this survey method is limited because it cannot address duplicate voting via cookie-clearing or participation from multiple different devices by the same respondent. That being said, the ratio of votes have stayed reasonably consistent throughout the voting period, we suspect no substantive vote tampering.

Since the Reddit post was exclusive to r/uwaterloo, it can reasonably be deduced that most all of the votes were cast by UWaterloo students.

**Results**

At the time of writing, over 295 votes were cast. The vast majority of respondents supported Feds lobbying for two-ply toilet paper:

- 89% of respondents voted “Strong yes! I really support this!” or “Yes”
- 7% of respondents voted “No” or “Strong no”
- 3% of respondents voted “Neutral”.

Within 8 hours of posting, the Reddit post was viewed 2.6k times and had 36 comments, attesting to the popularity of this topic.

\(^3\) [Do you want Feds to lobby the University for 2-ply toilet paper](https://www.strawpoll.me/16880787)

\(^4\) [https://www.strawpoll.me/16880787](https://www.strawpoll.me/16880787)
Concerns

- Students misusing or overusing 2-ply toilet paper to cause plumbing issues.
- Cost of providing 2-ply toilet paper, and which parties will be responsible for increased costs.

Recommendations

- Work with the University Secretariat, Institutional Analysis & Planning (IAP), and Plant Operations to conduct a cost assessment and determine the practicality of 2-ply toilet paper. Such assessment should likely include the cost of rolling out 2-ply toilet paper, the impact on plumbing for the University, and potential for reduction in paper waste.
- Due to high student interest, we recommend Council to adopt an Advocacy Policy calling on the University to provide 2-ply toilet paper to students.
Advocacy Policy for Two-Ply Toilet Paper

Councillor Seneca Velling - Science Caucus
Councillor Linyi Cheng - Engineering Caucus

WHEREAS most washrooms used by students are equipped with one-ply toilet paper,

WHEREAS students find one-ply toilet paper to be excessively thin and inconvenient to fold,

WHEREAS one-ply toilet paper rips easily and generated unnecessary paper waste that increases workload for custodial staff in bathrooms,

WHEREAS there is vast student interest for two-ply toilet paper,

WHEREAS the select washrooms that contain two-ply toilet paper, such as those in Needles Hall, are not easily accessible to most students,

WHEREAS different standards of care for staff and students with respect to toilet paper type and, partially as a result, washroom cleanliness is not egalitarian,

BIRT the Federation of Students calls upon the University of Waterloo to equip all washroom stalls with two-ply toilet paper;

BIFRT the Federation of Students calls upon the University of Waterloo to upgrade its plumbing infrastructure to reasonably accommodate two-ply toilet paper;

BIFRT the Federation of Students calls upon the University of Waterloo not to increase ancillary student fees to accommodate this request;

BIFRT the Federation of Students requests that it be part of any consultation conducted by the University of Waterloo in equipping all washrooms with two-ply toilet paper, particularly within student leased, owned, or operated premises.
Corporate & Governance Planning Policy

Submitted by: President Arnold & Secretary Velling

I. Executive Action Plans

Whereas the Federation of Students Executive and Councillors campaign during the general election,

Whereas the Student Council is responsible for general oversight of the Executives, determination of the advocacy objectives and their priority for the corporation, and the expenditure of member dues,

Whereas campaign goals of the Executives, policies of the corporation, and advocacy stances set by Council are used to develop goals for the corporation,

Therefore, be it resolved that the Executive shall develop an annual Executive Action Plan detailing each Executive’s goals for the year, the general timeline and significant milestones to achieving those goals, and the rationale underlying each goal;

Be it further resolved that these goals and strategies will align with the Policies of the Corporation and advocacy stances set by Council;

Be it further resolved that the Executive Action Plans must further the Federation’s Long-Range Plan and other strategic objectives set by the Board of Directors;

Be it further resolved that the outgoing Executives shall support incoming Executives-elect to develop Action Plan drafts, which shall be featured in discussion during transition;

Be it further resolved that the Students’ Council shall be responsible for approval of the annual Executive Action Plan, as well as any changes thereto; further, the Board shall be provided the opportunity to consult on the Action Plans of the President and Vice President Operations & Finance as it pertains to corporate matters prior to approval being issued by Council;

Be it further resolved that the Executive shall publish their Action Plans for their term in office within the first month to ensure that students are made aware of such plans;

Be it further resolved that the Executive Committee shall present the Action Plan for approval by the June regular meeting of Council
Be it further resolved that the Executive Committee present an Action Plan update and progress report for the August, December and April Council Meetings, to the Students’ Council, who shall provide feedback and recommendations to the Executive on their progress;

Be it further resolved that Executive Action Plan updates and progress reporting shall be communicated to the membership;

II. Annual Corporate Planning

Whereas it is good business practice to highlight corporate activities for the fiscal year through annual planning, guided by long term strategic goals,

Whereas corporate annual planning charts the the course for program delivery, financial accountability, communications and outreach activities, and evaluation of outcomes and impacts over the coming fiscal year,

Whereas such planning is a mechanism for accountability of the Board of Directors to the membership,

Be it resolved that the Board of Directors, in consultation with senior management, shall undertake a short-term corporate planning process annually which shall translate the outcomes and targets established by the Long Term Strategic Plan into achievable annual outcomes; senior management should present to the Board an overview of their roles, responsibilities, and their suggestions for the annual strategy;

Be it further resolved that such an annual plan shall include objectives of the Board of Directors and describe the specific measurable targets (if quantifiable);

Be it further resolved that the Chair of the Board, in consultation with any parties determined by the Board, shall be regularly responsible for initiating the annual corporate planning process at the beginning of the fiscal year;

Be it further resolved that the Board's draft annual plan shall be circulated to the Students’ Council for consultation prior to adoption by the Board;

Be it further resolved that the following principles will guide the development of the annual corporate plan:
   a. Research relating to the organization's experience and external trends will be used as a foundation for planning,
   b. Consultation with relevant support staff and engagement of stakeholders in contributing to future priorities is essential to developing a relevant and actionable plans,
   c. The Policies of the Corporation and Long-Term Strategic Plan;
Be it further resolved that the General Manager shall be responsible for implementing the Board’s annual plan once adopted by the Board and the Chair of the Board shall be responsible for evaluating the organization’s progress in relation to the goals and targets set out in the annual corporate plan at least once per term and shall present the results to the Board.

III. Long-Term Strategic Planning

Whereas long term strategic planning serves to establishes an ongoing process by which organizational mission and values are translated into actionable and measurable goals, strategies, initiatives, and programs,

Whereas such planning provides direction for long-term decision-making by the Board of Directors, Officers, and senior management to fulfill the mission of the Federation and make choices among competing demands for capital investment, advocacy, service provision, commercial operations, space management, and human resources,

Be it resolved that the strategic planning process shall incorporate at minimum the following components: a statement of mission and values, a statement of long term vision, assessment of stakeholder needs and environmental factors, and which critical assumptions regarding the future are being made;

Be it further resolved that every five years the Federation will engage in a comprehensive, data driven assessment and adoption of a Long-Term Strategic Plan, which shall include data from:
   a. Stakeholder needs and wants,
   b. Environmental assessment, including assessment of best practices from institutions of similar mandate,
   c. Engagement of organizational leaders, including all members of the Board of Directors, Students’ Council, senior management and operating unit/department managers,
   d. Feedback from stakeholders,

Be it further resolved that the drafted Long-Term Strategic Plan shall be bicameraly approved by first the Students’ Council and then the Board of Directors;

Be it further resolved that notice of deliberation on and approval of the Long-Term Strategic Plan by the Students’ Council shall be provided to the membership in a manner similar to notice of General Elections and the Annual General Meeting of the Corporation;

Be it further resolved that the General Manager, Executives, and senior management will continuously monitor changes in the critical assumptions underpinning the strategic plan as well as the organization’s actual performance in achieving its strategic goals; any material change in
critical assumptions or actual performance shall be reported to the Board of Directors and may prompt a recalibration or revision of the strategic plan;

**Be it further resolved that** the Executive Committee shall be responsible for reviewing progress on implementation of the strategic plan and shall provide to the Board a concise, dashboard-style “Strategic Performance Measurement Report” demonstrating progress toward the key goals and measures outlined in the strategic plan;

**Be it further resolved that** all organizational planning shall be conducted to integrate the strategic objectives for such areas as quality improvement, attainment of advocacy goals, stakeholder needs, alignment with student-driven objects, service delivery, professional development, and human resources;

**Be it further resolved that** the Federation shall be guided by one mission and vision statement and one set of core values, all strategic plans for subsidiaries, operating units, and departments will be aligned with and supportive of the Federation-wide mission, vision, values, and strategic plan; and further, financial plans (including annual budgets and long-term capital plans) will be tied to the Policies of the Corporation and to the strategic plan;

**Be it further resolved that** the Board of Directors shall, to the fullest reasonable extent possible, ensure Executives and senior management are held accountable for the goals in their planning.
Motion to Convene a Feedback Session

BIRT Council convene an executive feedback session immediately following the conclusion of the current meeting subject to the following terms:

1. The session shall be considered to be an ad-hoc committee operating in-camera consisting of all members of council excluding the Executives and the Chair of the Board.
2. In order to facilitate the full participation by the Speaker, the session shall be chaired by the Deputy Speaker who shall moderate it such that productive discussion occurs. No substantive motions will be in order during the session.
3. Feedback shall be collected on the performance of the executives and of the board of directors. Feedback will be collected individually for each executive as well as for the executive team as a whole. Comments related to their stated goals (such as in the Executive Action Plan) will be encouraged but all comments are welcome.
4. The Deputy Secretary shall takes minutes of all comments made. Following the meeting, the Deputy Speaker and Deputy Secretary shall jointly revise and filter the minutes such that only constructive feedback is included and that no identifiable information on anyone making such feedback is present. These filtered minutes shall be distributed to the Executives and the Officers of Council. All other members of council may review the minutes upon request to the Deputy Speaker but may not keep a copy of them (in order to avoid mass dissemination of the feedback).
5. The executives shall be welcome to produce a written response to feedback received to be sent to all councillors.

BIFRT, for the remainder of the current Council year, the Deputy Speaker shall continuously accept questions by email from any member of Council who wishes to anonymously ask a question of any executive or the Board of Directors. The Deputy Speaker shall forward such questions to the appropriate person and forward any responses received to the member that asked it in a prompt manner while ensuring that the member’s identity is not disclosed to any person.

- moved by Jason Small, Engineering Councillor / Deputy Speaker

Mover’s Note: I will be very understanding if councillors would rather the feedback session happen at a later time. I’ve introduced this motion so that having the feedback session at this meeting is an option.
2 December 2018

Elizabeth Sullivan
Speaker
Students’ Council
Federation of Students
University of Waterloo

Dear Elizabeth,

I am writing to inform you of my resignation as Student Councilor from the Faculty of Science, effective January 1, 2019.

I have decided to switch academic programs and will no longer be a student in the Faculty of Science. Therefore, I do not believe that I can, in good faith, continue to serve as a representative of Science students. Furthermore, I believe that by resigning as councilor, I will be able to focus more of my efforts on serving the membership of the Federation of Students through my role as Municipal Affairs Commissioner.

It has been a pleasure to serve as a Student Councilor for the past 20 months. I am particularly proud to have been a part of the Task Force on General Meeting Engagement and Structure. I am confident that its recommendations will improve the Federation’s governance once they are implemented.

I would like to thank all members of Council for their dedication to serving students, and I wish them all success. I look forward to working with Council in my role as Municipal Affairs Commissioner.

Sincerely,

[Signature]

Benjamin Easton
Science Councilor
Municipal Affairs Commissioner
Federation of Students

cc: Students’ Council
    Seneca Velling, Secretary, Students’ Council