Federation of Students’ Council Agenda

August Regular Meeting

E7 3343, University of Waterloo

Chair: Katherine Arnold  Secretary:

ATTENDANCE

Please convey regrets to the Speaker of Students’ Council at 519-888-4567, ext. 84042 (main office) or speaker@feds.ca

Attendees:

- Alves, Ayla (Society Designate, ESS)
- Arnold, Katherine (Speaker of Students’ Council)
- Beauchemin, Michael (President)
- Chang, Diana
- Easton, Benjamin
- Fitzpatrick, Amanda (Vice President, Student Life)
- Gerrits, Matthew (Vice President, Education)
- Hasan, Zahra (Society Designate, SciSoc)
- Hunte, John
- Lau, Mackenzie
- Li, Alan (President, MathSoc)
- McComiskey, Kaitlynn
- McGuire, Kevin
- Mehta, Navya
- Nasir, Shehnoor

- O’Meally, Taijah
- Parkyn, Colin
- Plante, Connor (Chair of the Board of Directors)
- Riaz, Shazza
- Roxas, Nikka
- Saleh, Rana
- Shimoda, Mariko (President, EngSoc A)
- Small, Jason (Deputy Speaker)
- Soo, Sebastien
- Tait, Abigail
- Town, Megan
- Velling, Seneca (Vice President, Operations and Finance)
- Wilson, Brenda
- Xu, June
- Yang, Edward

Expected Absences:

- Chiang, Evan (President, AHSUM)
- Dack, Caroline (President, ASU)
- Malenfant, Josée-Claire (St. Jéromes)

- McGee, Ellen (President, EngSoc B)
- Rodney, Victoria
ORDER OF BUSINESS

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1.0 PRELIMINARIES

Adding items to the agenda requires a two-thirds vote, although new items of business can still be raised without needing that vote once the entire agenda is complete.

1.1 CALL TO ORDER

Be it resolved that the Speaker calls the meeting to order at 12:30 PM.

1.2 APPROVAL OF THE AGENDA

The Speaker assumes the motion to adopt the Agenda, as presented or amended

The Speaker assumes the Agenda.

1.3 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."

2.0 APPROVAL OF THE MINUTES

The minutes of a meeting are the official record of what happened at that meeting, and contain the authoritative versions of the actions taken at the meeting. If there are significant reservations about the minutes, the approval may be dispensed with, and the minutes will be returned at the subsequent meeting for approval.

June 9, 2019 Meeting Minutes

Be it resolved that Council approves the minutes of the June 9, 2019 Regular Meeting, as presented.

July 14, 2019 Meeting Minutes

Be it resolved that Council approves the minutes of the July 14, 2019 Regular Meeting, as presented.

3.0 REPORTS

Motions arising directly out of a report, including to adopt recommendations in the report, may be considered immediately after the report without having to wait until later in the meeting. No action is required to receive a report. If Council decides to adopt or accept a report, then it is endorsing the entire report and not just the recommendations.
3.1 Executive Reports

Each executive will highlight key aspects of their written reports in an oral report that lasts no longer than 2 minutes, to be followed immediately by a question period lasting no longer than 10 minutes per executive. The written reports can be found in Appendix A - Executive Reports.

1. President (Michael Beauchemin)
2. Vice President of Operations & Finance (Seneca Velling)
3. Vice President of Education (Matthew Gerrits)
4. Vice President of Student Life (Amanda Fitzpatrick)

3.2 Board of Directors Report

The Chair of the Board (Connor Plante) will highlight key aspects of their written report in an oral report that lasts no longer than 2 minutes, to be followed immediately by a question period lasting no longer than 10 minutes. Please see Appendix B - Chair of the Board of Directors Report for the written report.

3.3 Representative Reports

To be delivered orally or in writing by Councillors or the Constituency Caucus. Any questions relating to the report or any other matter may be asked following the oral report. Submitted reports can be found in Appendix C - Representative Reports.

1. Applied Health Sciences Caucus
2. Arts Caucus
3. Engineering Caucus
4. Environment Caucus
5. Mathematics Caucus
6. Science Caucus
7. Cambridge
8. Kitchener
9. Stratford
10. St. Jerome’s University
11. Renison University

3.4 Officers of Council Reports

To be delivered orally. Any questions relating to the report or any other matter may be asked following the oral report.

1. Speaker (Katherine Arnold)
2. Deputy Speaker (Jason Small)
3. Secretary (Edward Yang)
3.5 Standing Committees, Commissioners, or Services Reports

Each Committee chair, Commissioner, or Service Coordinator will highlight key aspects of their written reports in an oral report that lasts no longer than 2 minutes, to be followed immediately by a question period lasting no longer than 10 minutes per party.

1. Committee Reports
2. Commissioner Reports
3. Services Reports

4.0 General Orders

A general order is an item of business that is ordered to be taken up at a meeting. Time limits to discussions indicate the point at which the Speaker will end the discussion unless Council directs otherwise.

4.1 Continuing Appropriations for FY2019-2020

Be it resolved that Council accepts the recommendation of the Budget and Appropriations Committee, approving continuation of funding from member dues at the same levels as the Spring 2019 Term approved budgets, less any amounts required to be reduced in the interests of financial position of the Corporation, which shall expire by the end of the October Regular meeting of the Students’ Council, unless Council otherwise adopts a budget superseding this resolution.

Submitted By: Seneca Velling.

4.2 Student Refugee Program Proposal

Be it resolved that Council accepts the report of the Vice President, Operations and Finance, entitled “Student Refugee Program Financial Sustainability and Growth” regarding the continuation and support for the Student Refugee Program (SRP), [Appendix D];

Be it further resolved that Council recommends the Board of Directors increment the optional SRP administered fee to reflect required program expansion in the adopted report, in addition to any administrative overheads as may be required;

Be it further resolved that Council directs the Vice President, Operations and Finance to work with the University Finance Department to list the program as a voluntary fee to ensure student supporting the program are issued tax receipts for their contributions, provided such status may be issued.

Submitted By: Seneca Velling.

4.3 Approval of Revenue-Generating Mechanisms from Vendor Spaces

Whereas the Federation of Students formerly had a partnership with the Alumni Office regarding Alumni-Bank of Montréal Affinity Card Program,
Whereas historically this partnership provided a rate of $300 per day with costs split between the Alumni office and Bank of Montréal (BMO),

Whereas the student association maintains management and operating control of the Student Life Centre (SLC), and all proceeds generated from vendors spaces in the SLC support the student association,

Whereas in the final year of the program, the partnership brought in $18,000 in revenues to support investment in capital maintenance and student programming both within and beyond the SLC,

Whereas a historical General Meeting motion, adopted under a now out-of-force bylaw provision, prohibited financial products being sold in the vendor alley without full consideration given to the financial impact of this decision on the student association in the long term,

Whereas the Student Choice Initiative requires new forms of revenue-generation that do not rely on as heavily on student contribution to support student governance, advocacy, and programming for undergraduate students,

Whereas the bylaws of the Waterloo Undergraduate Student Association have been updated and provide that Council shall set the priorities and policies on behalf of the membership in such a manner as it may determine,

Whereas the Waterloo Undergraduate Student Association believes that, with effective regulation on engagement/approaching of students by salespersons and provided educational signage and materials are erected and/or disbursed, this partnership could be fruitful and provide a good-faith action to engage Alumni groups as well as provide revenue for the student association to invest in furtherance of advocacy goals, support of student experience, and investment in the Student Life Centre and other student spaces,

Be it resolved that Council determines that, notwithstanding any past General Meeting motions to the contrary, financial products may be sold in the vendor alley and other approved spaces within the Student Life Centre, provided that:

- All such vendors are approved in accordance with guidelines, protocols, or procedures set by the Board of Directors, or a committee thereof,
- Sales representatives are not permitted to approach passing students, and
- That educational materials and signage which are easily understood are presented which explain the functions and risks of financial products, including credit cards.

Be it further resolved that Council directs the Office of the Vice President, Operations Finance to explore a potential partnership with the Alumni Office pertaining to their relationship with BMO and access to SLC vendor spaces, to be recommended to the Board of Directors.

Submitted By: Seneca Velling.

4.4 Referral of Elections Procedures to PPC

Be it resolved that Council refer the attached Elections Referenda procedural changes package to PPC for a thorough review at their next meeting, following which they may approve the changes on behalf of Council, to be ratified at the September meeting.

Submitted By: Michael Beauchemin.
4.5 Amendment to Procedure 10

Be it resolved that Procedure 10, Committees of Students’ Council, be amended through the addition of the below clause to the end of section C (Committee Membership): 4. Under no circumstances may a single person hold more than one vote in a committee at any given time.

Submitted By: Jason Small.

4.6 ACURA and the Thirty Metre Telescope project

Submitted By: Michael Beauchemin.

5.0 New Business

Any Councillor may raise any item of concern during new business. Generally, long discussions without a specific motion before Council should be avoided, and are technically against the rules of procedure. If a Councillor has any questions about the procedure, form, or content, they should ask the Speaker.

6.0 Announcements

7.0 Adjournment

Be it resolved that the chair adjourns the meeting at 4:30pm.
APPENDICES

APPENDIX A - EXECUTIVE REPORTS

President

Michael Beauchemin

17 August 2019
1.0 Monthly Summary

Spring term fades as exam season wanes, and August is quiet, following the hectic months of the term. Our first term of the year brought lots of change, big and small, so I hope we can continue to foster and build what we have started in the remaining terms to come. Following the Council meeting in July, we had several interesting things, such as the Beach Trip, the first meeting of the campus’ Wellness Collaborative Advisory Committee, a new staff member, and more. I underwent the budgeting process and submitted a budget, am making some progress with committees, and more, as you will find out below!

1.1 Senate
Senate is on vacay.

1.2 Board of Governors
BoG is on vacay.

1.3 Societies
I have been continuing to work with Societies on the Societies Agreement. I have also been involved with some of the societies in handling disputes. Find more info on the Committee of Presidents in the COPs section below.

1.4 Committee on Student Mental Health (CoSMH) (Feedback Form)
Some important news from the Academic Recommendations working group of the CoSMH: Dean’s list calculations are being homogenized across campus and that work is expected to come to the Senate for approval later into 2020. This also means that in Engineering, rankings will not be used in Dean’s list calculations, and supposedly as of the end of very recently, no more rankings have been released to undergraduates. Additionally, at this CoSMH meeting, a few new recommendations have been marked as complete or mostly complete. You can check out overall progress on the project dashboard located at the same site as the feedback form above.

1.5 Volunteer Discounts
As volunteers for the Federation, Councilors, Directors, and Society Executives are eligible for discounts at our Commercial Operations. Go to request.feds.ca, click on IT Requests, and then Customer Discount. Once you fill in your information, the discount will go to me for approval and you will get 10% off at International News.
2.0 Initiatives and Objectives

2.1 Elections Review
Richard emailed me the changes that he has recommended to the Elections & Referenda Procedure. I have reviewed them and am recommending that they be referred to the Policy and Procedures Committee for in-depth review of the procedural changes before adopting them on Council’s behalf, to be ratified at the next meeting of Council. (@PPC I remembered why I wanted the 21 August meeting).

There is also a staff committee working on elections and governance review from a marketing and enacting perspective. We were able to meet again before one of our members went on vacation, and we are laying the groundwork for the implementation of the procedures, including preparing to hire a governance events coordinator, which I have budgeted for and will support elections as well as other events such as town halls and general meetings.

2.2 Embed and Enable Better Mental Health and Peer Supports
The Peer Support working group of the CoSMH met for the first time of the term back in early June, and I have had trouble following up on the meeting – I am organizing a time with Walter Mittelstaedt, the Director of Campus Wellness, for once he gets back from vacation. We will be discussing the possibility of expanding the official functionality of peer support programs and peer counselling performed by students (e.g. MATES, RAISE, etc...) and integrating with Campus Wellness to provide a stronger support system across campus to students.

2.3 Governance Process and Organizational Impact
The PPC has reviewed Procedure 13 per Council’s resolution at the last meeting, and has issued recommendations to me in the development of a required governance process for rebrand changes and I will be bringing those changes back to the PPC early-mid fall term. I am also toying with how to make guidelines or procedure changes that would hold similar requirements for any large change, as well as methods for mitigating negative impacts of large procedural/policy changes.

2.4 Long Range Plan
The Committee on Long Range Planning has approved a facilitator for the project as well as a list of duties as laid out in contract for the facilitator. We are waiting on a response from the facilitator on the status of the contract, but once we have that, the committee will be able to meet with the facilitator and determine appropriate next steps, as well as perform initial interviews with senior management to determine and harmonize the direction for the Long Range Plan.

2.5 Marketing Rebrand
The last Council meeting brought with it a conclusion of sorts to the work I am doing on the rebrand. There’s still need to touch base periodically, I did a couple of interviews about it, and we still have to implement it. Certain design elements are still coming to me or to Exec Committee to provide some
direction or accept the chosen direction. We now have a colour palette and some brand guidelines (still work in progress), and are preparing materials for the fall and to replace/update the instances of Feds in current marketing. If you’re interested in some new branding for your own use (on your official councillor pages, etc), please reach out to me. Engineering Councillors have already been in touch and I am working with them to make sure they get something they are happy with for their Facebook page.

2.6 Organizational Prioritization
The Executive Committee adopted a prioritization for the organization’s projects and is enacting that to attempt to limit issues where things might fall through the cracks. The prioritization has gone to the Board for information. This has been the first exercise of many to make sure we are able to properly handle all the things that come our way.

2.7 Policy and Procedures Updates
We are currently schedule to review Policies: 23, 24, 29, 35, and 38 for August, and Procedures 20 and 21. We anticipate these will be completed mid-September and will continue to work on further policies and procedures once the committee has referred the current ones back to Council for approval.

2.8 Satellite Campus Engagement
I have recently reached out to the presidents of the Societies on Satellite Campuses to coordinate busing to UW for some of our activities and events. The first of these is the Welcome Week Carnival. I haven’t yet heard back and if you’re a person from a Satellite Campus, I would urge you to talk to your Society’s president if you’re interested in such a thing.

2.9 Societies Memorandum of Understanding
There is a list of changes that I am currently trying to reconcile, based on feedback from the executives as well as the committee of presidents. Once I finish working out the kinks, this agreement will be sent to Legal Counsel for review and I am hopeful that I will be able to bring it back to Societies late August or early September so their Boards/Councils/Execs can review it and am aiming for it to be signed late September or by mid-October if the presidents around the table are comfortable with it.

2.10 University Policy Review
I have started the ball rolling on a review of Policy 29: Smoking, including bringing together the Cannabis working group again, so I hope that some good changes will come out of that. We will be meeting later in August or September, once we can set a date when nobody too important is on vacation.

3.0 Committee Updates

3.1 Ad-Hoc Committee on General Meeting Engagement (Joint)
The first meeting of this committee occurred on 11 August and I will update you orally.

3.2 Ad-Hoc Committee on Organizational Transition (Board)
This committee has not yet met as of 11 August.
3.3 Committee of Presidents (COPs)
The last meeting of COPs was non-quorate, but we still had some members of the Committee present so we reviewed the changes to date of the Societies memorandum, details above in 2.9. At time of submission, I am temporarily unable to find the minutes of the previous meeting, but I will attach them to my next Council report.

3.4 Policies and Procedures Committee
Please see the attached minutes for detail. We have started our review of the policies and procedures requiring review/update, and the members present at the last meeting were assigned work to do. We also have a standing, biweekly meeting commitment for the fall term.

3.5 Waterfowl Mascot Committee
Waterfowl Mascot Committee had its first meeting a few weeks ago and divided up work for the Committee’s plans moving forward. We have decided to have a campaign spanning much of the rest of the year to allow for student submissions, in line with the original mandate from last year’s Council. The minutes for this meeting haven’t yet been approved.

3.6 Honorary Lifetime Membership Committee
This committee has not yet met.

This updated report was completed 12 August 2019 at 14h48
Policies and Procedures Committee Meeting Minutes & Agenda

26 June 2019  
18:00 – 19:30  
SLC 2118C

<table>
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<tr>
<th>TIME</th>
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| 18:00 | 1. Standing items  
a) Review of agenda  
b) Adoption of previous agenda and meeting minutes  
c) Review of outstanding items                                                                                                                   | Decision|
| 18:10 | 2. Business Arising  
a)                                                                                                                                                                                                                   | Decision|
| 18:20 | 3. Report Period/Updates  
a) President – Michael Beauchemin  
b) Chair – Connor Plante                                                                                                             | Information|
| 18:25 | 4. New Business  
a) Committee Vacancies  
b) Jason’s list  
c) Katherine’s list  
d) Michael’s follow-up on governance calendar and outstanding items from 12 April 2019                  | Decision|
| 19:20 | 5. Ending Items  
a) Standing items to conclude the meeting  
b) General announcements  
c) Meeting summary  
d) Review of action items                                                                                                                           | Information|
| 19:28 | 6. Future agenda items  
a) HR Policies – Invite Seneca                                                                                                                                                 | Information|
| 19:30 | 7. Date of next meeting  
a) XX XXXX 2019                                                                                                                                                     | Information|
# Meeting Minutes

## Meeting Information

**Date:** 2019-06-26  
**Time:** 18:16  
**Location:** SLC 2118C  
**Facilitator:** Michael Beauchemin  
**Voting Attendees:** Edward Yang, Michael Beauchemin, Connor Plante*  
**Non-Voting Attendees:** Jason Small*  
**Apologies for Absence:** Taijah O’Meally, Katherine Arnold  
*Joining electronically

## Topic

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*JS – exposition on list*  
Michael: Moves to accept document: Policy/Procedure Review Status and to work with Katherine to determine scheduled review dates. BIFRT Michael will notify the relevant committees of this motion and the coming policies/procedures.  
MB – Aisha on vacation, didn’t follow up before she left.  
MB – exposition on list | Motion 1. Approved unanimously.  
Motion 2: Seconded by Connor. Approved Unanimously.  
Motion 3: seconded by Edward. Approved unanimously. |
Data driven, controlled substance, feds employment have all been tasked to this year’s committee for review and recommendation
Proc 24 sitting with Dave McDougall
Proc 6 killed and incorporated into elections review
Commissions policy killed and the procedure it became is sitting with Exec Committee
Transition procedure failed at council Corp&Gov. Planning – currently sitting on table.

MB – Please read through the policies/procedures that are tasked to us and let the group know if you’re interested in leading the review of one or more in particular.

Motion: Michael and Katherine to establish timeline for review, accounting for timelines for motion 2, above.

Summary of Decisions

| Date of next meeting: scheduled for bi-weekly starting in about two weeks. |
| Items to be discussed at next meeting: |
| a. Katherine’s list (update templates for agenda/minutes + examine documents and minutes from past council year to ensure no slip) |
| b. Seneca – HR Policies |
| c. Review of at least one item. |

Adjournment: 19:00
# Policies and Procedures Committee Meeting Minutes & Agenda

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| 19:28 | 6. Future agenda items  
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a. Katherine’s list (update templates for agenda/minutes + examine documents and minutes from past council year to ensure no slip)
b. Seneca – HR Policies
c. Review of at least one item.

**Adjournment:** 19:00
Vice President,
Operations & Finance

*Seneca J. Velling*

17 August 2019
1.0 Monthly Summary

1.1 Human Resources
The IT Manager role, Communications Manager role, and the IT Developer have been hired. Final roll-out of the new organizational structure should occur soon, after which the UW Staff Relations Committee will be asked to approve the changes to job functions and structure.

1.2 Student Choice Initiative
Opt-out fees have launched and can be paid (or opted-out of) on Quest. The Office of the VP Operations & Finance is working closely with UW Finance to ensure it has necessary data for verification purposes and additional purposes. Progress on this file will be provided when more information is available. Societies, affiliated groups, and various approved undergraduate third parties are being handled in this discussion. A Memorandum of Understanding is being developed between Finance and the Federation as to the exact nature, use of, and access to data.

1.3 Budget & Appropriations Committee
The Committee has met once since the last Council meeting to review a resolution on continuation of funding for the Waterloo Undergraduate Student Association to continue operating past 01-September-2019. Budget timelines have been impacted by the Student Choice Initiative and a need to review various cost-centers and other expenses for financial health considerations per the Committee’s report to the Board of Directors, which was adopted. The Office of the VP Operations & Finance is finalizing budget drafts for the Committee who will review, amend, and recommend for approval budgets as well as develop the Budget Report for Council and the Board.

1.4 Internal Funding Committee
The Committee has approved for access to a conference funding for a student to attend the Herpetological Society Annual Conference in late September; funding for SciChella, run by the Science Society; and funding for the Conference on Sustainability in Engineering hosted by the Engineering Society and the Canadian Federation of Engineering Students (CFES).

The Committee is currently considering three more funding requests from Hack the Product (a case competition/conference), iGEM – the International Genetically Engineered Machine club, and UNICEF club for a gala.
1.5 **Student Life Centre Management Advisory Committee (SLCMAC)**
No change in update. Committee has not yet met as information has not been received from the SLC/PAC Expansion Project Team regarding a consolidated list of spaces that are available or have already been designated for other purposes (e.g. GSA and Imprint space in the SLC).

1.6 **Business Operations & Fair Competition**
The Vice President and the General Manager met with the Associate Provost, Students and have agreed to the development of high-level principles on fair competition and business practices with UW Food Services and UW Retail Services, on-campus and in the SLC specifically.

1.7 **Office of Advancement**
The Vice President met with the Office of Advancement on development of plans and strategy to engage alumni with the undergraduate student association, including solicitation of investment and donations in student experience and opportunities via the IFC’s Enterprise, Opportunity, and Innovation Fund and the Student Life Endowment Fund.

1.8 **Student Life Endowment Fund Bylaws and Funding Committee Restructuring**
The Associate Provost, Students and Vice President, Operations & Finance have met and agreed to general direction on the new bylaws for the Student Life Endowment Fund (SLEF) as well as modernizing the funding guidelines. Exact bylaws may vary from versions shown to Council in July after discussion with the University. Changes reflect governance and independence of the fund and fiduciary relationship of the Federation and University over the fund. Finalized copies will be provided to the Students’ Council.

It is still the intention of the Vice President to request the SLEF Board approve an approximately $10-15.00 fee per term as a voluntary student contribution. The contribution will be aimed to have a tax receipt issued for it that will allow tax deduction for the donation. A similar approach may be taken for the EOI Fund, pending discussion with University administration.

2.0 **Contractual Affairs**

2.1 **Legal Protection Service**
The Legal Protection Service contract has been approved by the Board of Directors and, hopefully by the point of your reading this report has been signed. An update will be provided on this at Council.

Marketing materials are being reviewed and developed for the new program.

2.2 **Student Assistance Program through Health Plan**
Quotes have been received in the quasi-procurement process for a provider for the Student Assistance Program (SAP). EmpowerMe from Aspiria and Keep Me.Safe from Morneau Shepell x Guard.me are being considered. A review will look at program service levels and offerings as well as cost to the student.
3.0 Initiatives and Objectives

3.1 Safety & Risk Assessment Program
The Board’s Risk Management Committee will be reviewing the newly developed Safety & Risk Assessment program from the University. All Federation departments are required to comply and develop hazard registries and have safety persons who report to the Waterloo Undergraduate Student Association Health & Safety Coordinator on these matters. This includes mandatory training for anyone in a FT of PT supervisor role that oversees other parties. Volunteers are not required to complete this training, but we are encouraging our service coordinators to complete it as well.

3.2 WatCard as a Service
Conversations have begun with WatCard and the Office of the Associate Provost, Students who oversees WatCard to bring the ancillary to a student services model under the Student Services Fee, set by the Student Services Advisory Committee. This is by no means a guarantee that this course of action will be taken, but discussions are underway about service models and how to best provide access to WatCard as a service to students rather than as a source of income. This will potentially reduce costs for students purchasing items on campus, allow expansion of the off-campus WatCard approved-merchant network, reduce costs to the student association for using WatCard, and allow more consistency to the student user. Next steps will be discussion with the AP Students’ Financial Officer and WatCard administrator.

3.3 Business and Service Plans
The student association has developed a consolidated business and service plan for improvement of student experience as part of membership management, opting students back in, and general improvement in the back-end of delivery to support student programming and groups. Consolidated POS and Accounting software as well as business intelligence is being employed to improve how we do things on the back-end to support students on the front-end in terms of user experience. This initiative will be multi-year with major improvements this year, and will include online cheque request and reimbursement.
VPED UPDATE

ACHIEVEMENTS

- Wrote two publications on student associations and university funding
- Onboarding of our new Experiential & Co-op Affairs Commissioner
- Coordinated meetings for the association’s executives with two University vice-presidents: Advancement and University Relations

NOTABLE MEETINGS

- Met with Premier Doug Ford and Minister Ross Romano
- Had an initial meeting with the new University Associate VP Academic
- Met with the Provost to discuss changes to the international co-op tuition structure
- Attended a roundtable on changes to OSAP held by Laura Mae Lindo, MPP

ON THE HORIZON

- Open dialogue with the government on transit, mental health, and labour standards
- Engage with students and welcome them during Orientation
- Conduct further consultations

HOW YOU CAN HELP WITH ADVOCACY

- If you or your friends are affected by OSAP, tell your Member of Provincial Parliament your story
- Begin studying up on platforms for the federal election, ask your candidates if they would expand federal grants for post-secondary education

OTHER STUFF YOU SHOULD KNOW

- We’ve rebranded! My new email is vped@wusa.ca
- August is usually a slow month, so very few meetings recently
- In September, I hope to launch townhalls to gather student opinion. Want to see a theme? Email me!

New logo, new email, same passionate student advocacy!
Matthew Gerrits

Vice President Education

Report

August 2019

Federation of Students
University of Waterloo
0.0 Announcements

None of note.

1.0 University & Association Committees

1.1 Feds Committees:

Education Advisory Council
Responsibilities: To advise the Vice President Education on academic issues facing Waterloo students.
Synopsis: Has had two meetings since last report, has begun inquiry into OUSA recommendations, review of policies assigned to it by Policies & Procedures Committee, Council report-stage policy, and its own policy initiatives. An inclement weather policy was deemed ready for return to Council, but the e-vote did not reach quorum.

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: I was not present at the most recent meeting, but the meeting had a discussion on the student safety project, updates to portal, and the co-op student experience project, as well as an expansion of Co-op Connection to have an on campus group.

1.2 University Committees:

Co-operative Education Council
Responsibilities: A forum to review and to advise Co-op at UW.
Synopsis: Does not typically hold July or August meetings.

Senate Undergraduate Council
Responsibilities: To consider questions involving academic quality and undergraduate studies and provide recommendations to go forward to Senate
Synopsis: Does not typically hold July or August meetings.

CEPT2/CTAPT
Responsibilities: Investigating how course evaluations are done and how to improve them, and how to develop complementary methods.
Synopsis: Both are on hiatus for the summer.
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. Is being removed from this report in subsequent reports due to the group being disbanded.

Provost Advisory Committee on Timetabling
Responsibilities: Look into scheduling and in particular the new scheduling system.
Synopsis: Has not met since last report. I have followed up with the Registrar on the committee.

Teaching and Learning Spaces Committee
Responsibilities: Look into improving teaching and learning spaces on campus
Synopsis: Has not met since my last meeting. Is likely being disbanded upon word from the Associate Vice President, Academic that the report has been received.

Verification of Illness Forms Working Group
Responsibilities: Explore options for reform of the Verification of Illness Form and consideration process.
Synopsis: Has not had a meeting since last report.

Open Scholarship Committee
Responsibilities: Promote open learning on campus.
Synopsis: Has not had a meeting since last report.

Fall Reading Week Steering Committee
Responsibilities: Discuss the implications and things that have to happen as a result of the shift in schedules to allow for a Fall Reading Week.
Synopsis: Had a meeting at the end of July which centered around communications and consistency.

2.0 External Committees

2.1 Municipal/Regional-level
Town & Gown Steering Committee, City of Waterloo
Responsibilities: Has not met since last report.

Unsanctioned Public Gatherings Task Force, City of Waterloo
Responsibilities: Represent UW students in ongoing discussion about large unsanctioned gatherings happening in the City of Waterloo
Synopsis: Has been meeting to assess potential measures to address UPGs, as well as the timeline for submission of an interim report to City Council.
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: Had a meeting in which we received the annual Report for feedback, and provided recommendations on amendments for the Executive Director for final approval. Approved location for next Partners in Higher Education Dinner. Struck an OSAP Campaign Working Group.

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: Attended two of three meetings since last report. Discussed publishing of a letter regarding federal election asks of parties, action if any to be taken on U15 involvement in the Association of Canadian Universities for Research in Astronomy, establishment of a governance and a policy committee. Did not attend in-person meeting held at the Student Union Development Summit in British Columbia.

3.0 Stakeholder Meetings
3.1 University-level:
Feridun Hamdullahpur, President and Vice-Chancellor: Met and spoke briefly at the Premier’s visit.

James Rush, Vice President Academic & Provost: Met to discuss concerns around international tuition for co-op students and the work of Finance and Institutional Analysis and Planning to remedy issues. Issues concerning Computer Science students have already been rectified, but the broader issue remains.

Sandra Banks, Vice President University Relations: Met with Sandra to speak about her portfolio, along with the other Executive. Had a subsequent meeting at the Premier’s visit.

Jennifer Gillies, Associate Director, AccessAbility Services: Met with Jennifer to discuss OUSA’s Student with Disabilities Paper, and what institutional perspective she could offer.
3.2 Municipal/Regional-level:

None of note. Meeting with Jeff Henry on hold until Municipal Affairs Commissioner is off of Co-op.

3.3 Provincial-level:

The Honourable Doug Ford, Premier of Ontario: Met the Premier when he visited campus, along with a policy advisor, the Minister of Training, Colleges and Universities, and his staffer. The Premier was attending to visit two engineering labs and learn about the University’s work in advancing advanced manufacturing in the province. Discussions did not extend to policy at this meeting. I attended as a guest of Waterloo’s Government Relations department.

The Honourable Ross Romano, Minister of Training, Colleges and Universities: The Minister accompanied the Premier, arriving shortly before. Had some discussions about the university, but did not have much opportunity to speak about policy, as that was not the main purpose of his visit.

Laura Mae Lindo, Member of Provincial Parliament, Kitchener Centre: Met the member at a roundtable organized by her office to discuss cuts to OSAP. Spent most of the meeting listening to the concerns of at large students.

3.4 Federal-level:

None of note. Will be reaching out shortly to meet with local MPs.

3.5 Other:

Student Choice Initiative Meeting @ Mohawk College Main Campus: Met with student leaders from a number of university and college student associations to discuss student choice initiative numbers, implications and opportunities.

4.0 Other Activities

4.1 Correspondence:

The Honourable Ross Romano, Minister of Training, Colleges and Universities: Wrote to congratulate him on the new position, and welcome him to the sector.
The Honourable Ross Romano, Minister of Training, Colleges and Universities: Wrote to congratulate him on the new position, and welcome him to the sector.

David Piccini, Parliamentary Assistant to the Minister of Training, Colleges and Universities: Wrote to thank him for a year of positive interaction and his willingness to listen to student concerns.

Laura Mae Lindo, Member of Provincial Parliament, Kitchener Centre: Wrote to express some thoughts after the OSAP roundtable, as I wished to reserve comments until a later time.

4.2 Research:

Preliminary Research for OUSA Ancillary Fees Policy Paper
Key Methods and Findings: Researched forms of incidental and administered fees at different universities to understand what forms of fees students were being charged, so that a section could be added to the upcoming Ancillary Fees paper.

Co-operatives in their Communities: A Study of the Impact of Co-operative Businesses in the Regional Municipality of Waterloo
Undergraduate Thesis*: Department of Knowledge Integration, University of Waterloo
Key Methods and Findings: While not related to my work in the slightest, this was on the impact of co-operative businesses in the Region. Research conducted was largely aggregation of disparate data sources, and novel analysis of savings garnered through preferential co-operative housing rates, as well as an application of the sustainable development goals within measuring qualitative co-operative impact. The study found significant impact on savings in childcare and housing, as well as significant provision of insurance and banking services, as well as a significant variety and amount of co-operative philanthropic activity in the Regional Municipality of Waterloo.
*Project was supervised and marked by Dr. Sean Geobey, and the course was co-ordinated by Dr. John McLevey

4.3 Writing:

Will Performance Based Funding lead to an accountable and high-quality education in Ontario?
Blog Post: Ontario Undergraduate Student Alliance
Content: Discussed the upcoming Strategic Mandate Agreement and how Performance Based Funding could be effectively contributed to in Ontario

Preparing Students for Democracy*
Magazine Article: Educated Solutions (forthcoming)
Content: Student associations play an important role in preparing students for being part of an engaged democratic society. This article reviews how, and how it can be leveraged even further.
*Tentative Title
4.4 Engagement:

None of note. Beginning two consultations that should hopefully be in a subsequent report.

4.4 Media:

CTV News Kitchener Interview (Television)
Notes: Was interviewed on the impact of OSAP cuts on students when students were finding out about upcoming cuts.

4.5 Other:

None of note.

5.0 Upcoming Activities

5.1 University and Association Committees

5.1.1: EAC is on hiatus, so I hope to do some of the legwork of rewriting policies in the meantime

5.2 External Committees

5.2.1: Upcoming OUSA Steering Committee meeting in which funding levels will be reviewed

5.3 Stakeholder Meetings

5.3.1: None of note.

5.4 Other Activities

5.4.1: Hoping to strategize some other ministerial correspondence relating to mental health, transportation, and labour standards
5.4.2: Hoping to further research institutional knowledge of students with disabilities to assist in the drafting of that policy paper

5.4.3: Hoping to engage with students throughout Orientation

5.4.4: Hoping to engage with students regarding some academic and political advocacy issues regarding the Post-Secondary Student Support Program, and student academic experience at one of our satellite campuses
Amanda Fitzpatrick

Vice President Student Life

Report

August 2019

Federation of Students
University of Waterloo
1.0 General Update

Services
Now that we know which services will be put in the essential vs non-essential category I will be working with the incoming coordinators of The Glow Centre for Sexual and Gender Diversity, The Women’s Centre, RAISE, CRT, Food Bank, and Mates to refocus their mission and ensure they are all working to improve Health and Safety on campus. I will also be working to support our non-essential services while they go into our first SCI year so that they will be able to better show their value to students as well as work within their new budgets.

Through more conversation with Campus Wellness we have begun the creation of a MOU between Campus Wellness and CRT. Our plan is to have the Waterloo Undergraduate Student Association continue to be in charge of volunteer management, promotion, and volunteer appreciation, while Campus Wellness will be in charge of the medical side by hiring a medical director that can oversee CRT. Our goal is to greatly expand CRT’s reach on campus as well as their capacity to take on larger events. Ideally in the next few years CRT would have shifts at all gym hours as well as other higher risk areas on campus. We will have a better idea of what CRT’s future could look like when we finish drafting up our MOU.

The Incident Reporting Form for RAISE, Glow, and The Women’s Centre should be up and running on our website within the next month.

Clubs
Once we have a finalized number from opt outs we will be able to see the change in our clubs’ budget. Our currently plan in the case of high opt outs is to decrease each clubs termly budget down from $75. Many of our larger clubs have money set aside for the future so this won’t have much of an impact on them. This will give me more time to work with smaller clubs and those without extra funds to figure out how they can continue to engage with students and run events at a lower cost.

Orientation
Orientation is quickly approaching and our department is excited to welcome in a new group of students. As I’d mentioned in previous reports our main hurdle with this year’s orientation is timing. Since orientation is starting earlier many orientation leaders and volunteers will be arriving before the official start date of their lease. Our orientation department has been working with students to ensure they understand this new change and are able to find a place to stay. After sending out a survey to see how many students were having issues finding housing we only received a handful of people needing extra assistance. Most students were either able to use a written letter from us to gain early access to housing or were able to stay with a friend. There have been a few students that were unable to continue volunteering with us due to this change but we have more than enough volunteers to cover off.
While working with Amanda Cook, Director of Sexual Violence Prevention and Response, we have begun working on a sexual violence campaign partnering with Wilfred Laurier and Conestoga College. With representatives from student, staff, and faculty groups from all three campuses we hope to create a campaign that will be far reaching and impactful. If you or anyone you know is interested in getting involved feel free to shoot me an email.

2.0 Committee Updates

Internal Administration Committee
No big updates. More clubs have been approved and disciplinary action has been taken against others.

Campus Life Advisory Committee
This committee has not met yet.
Appendix B - Chair of the Board of Directors Report

Board of Directors Report
Connor Plante
Chair of the Board

August 11, 2019

Federation of Students
University of Waterloo

www.feds.ca
Meetings of the Board

Since the last meeting of Council, the Board of Directors met for a Special Meeting on July 30th to approve the new legal protection service contract (see below for more information). At the time of writing this report on August 11th, our Regular Meeting for the month of August will occur on August 13th. I can provide updates on this meeting orally at the Council Meeting.

Legal Protection Service Contract

The Board has approved a contract for the legal protection service. This is the final step in fulfilling the results of the referendum where student voted in favor of adding this service. The program will be implemented for the beginning of the Fall semester.

Board Annual Plan

The finalized copy of the 2019-2020 Board Annual Plan has now been posted on our website for all members to read:

Procedure Reviews

Similar to Council, the Board has a number of Procedures that are past the date for review. I have begun the process of setting up a schedule for reviewing these procedures, with the goal to be caught up by the end of the year.

As always, please do not hesitate to reach out to me at chair@feds.ca or connor.plante@uwaterloo.ca.

On behalf of the Board of Directors,

Connor Plante
Chair of the Board
Dear Council,

On May 6th, 2019 we wrote a letter, attached in Appendix I, to UW administration outlining our concerns about the way co-op tuition is calculated, and a 62% increase to 1st year CS tuition. On July 29th, 2019, we received a response as shown in Appendix II.

Here, we summarise the main points of the letter and the response:

1. Co-op students pay greater aggregate tuition than regular program students (separate to co-op fees)
2. Regarding (1) above, “... [this] is offset by increasing earnings in later work terms, due to advanced qualifications and increased wages due to annual inflation.”
3. Additional annual increases are experienced by all students whose studies are longer for whatever reason
4. The intention of the University is to protect CS students who began prior to Fall 2019 from incurring a 62% increase.

We write to state our position on several items.

Firstly, we do not believe that co-op earnings should be used as a justification for co-op students paying higher tuition. When there was no co-op, the precedent was that no student would see a more than 5% increase in their tuition after 1 year. Even with co-op, this is the case at the University of Toronto. This has not been extended to those international co-op students at Waterloo who see a 15% increase in tuition midway through their degree. This sudden increase
can be a significant financial burden to students, who already pay a co-op fee to be in the program and do not expect to pay a different amount to their peers for the same education. We would also like to point out that as co-op students pay an additional co-op fee, this should be the financial means for justifying their involvement in the program, without the additional tuition increase.

Furthermore, not only do we support a predictable tuition framework for all students, like the current 5% increase cap per fiscal year observed for regular students, but in ensuring students are able to estimate their tuition, we do not believe that students who are on track to graduate on time should experience tuition increases in excess of this framework in any given academic year. It is our opinion that the interpretation taken by the University’s administration on co-op and international co-op student tuition increases is antithetical to the spirit and intention of the Board of Governors’ adopted recommendations regarding predictable tuition increases made by the Finance & Investment Committee on the 6th of February, 2018.

Finally, we encourage Council to accept this report and adopt the resolutions listed in Appendix III.

Sincerely,
Deon Hua, Bilal Akhtar, John Hunte, June Xu, Tiana Zhao, Alex Lee, and Alan Li
Appendix I: Letter to UW Administration
To:  James W.E. Rush, Vice-President Academic & Provost  
      Maureen Jones, Director, Student Awards & Financial Aid  
      Stephen Watt, Dean of Mathematics  
CC:  Francis Poulin, Associate Dean, Undergraduate Studies, Faculty of Mathematics  
      Troy Vasiga, Associate Dean, Undergraduate Admissions and Outreach, Faculty of Mathematics  
      Mark Giesbrecht, Director, David R. Cheriton School of Computer Science  
      Dan Brown, Director of Undergraduate Studies, David R. Cheriton School of Computer Science  
      Matthew Gerrits, Vice President, Education, Federation of Students  
      Sarah Hadley, Director, Finance  

From:  Deon Hua, Vice President, Academic, MathSoc (Winter 2019)  
        Bilal Akhtar, Undergraduate Senator, Mathematics (2017 - 2019)  
        June Xu, Undergraduate Senator, Mathematics (2019 - 2021)  
        Tiana Zhao, Vice President, Academic, MathSoc (Spring 2019)  
        Alex Lee, Undergraduate Senator, At-Large (2019 - 2020)  

Date:  May 6, 2019  

Re:  Tuition Calculations for Co-op Students  
      CS International Tuition; 2019 Entry Year  

Dear James Rush, Maureen Jones, and Stephen Watt,  

We are writing this letter to bring forth our concerns on two issues. The first one we believe has occurred for years and gone largely unnoticed. It likely came about due to limitations with Quest with regards to how tuition is calculated, as well as a shortcoming of the Board of Governors tuition increase framework. For the second issue, we are asking for greater clarity and appealing to the University to urgently provide information to incoming students.
Tuition Calculations for Co-op Students

In calculating tuition rates, students in a particular category (eg. International Mathematics, Domestic Arts, etc.), are charged an equal rate per academic level, within a given financial year. This means that, for example, everybody in 3rd year International Mathematics in the FY 2018/2019 would pay the same tuition.

Our research into past tuition schedules and corresponding tuition increase motions passed at the Board of Governors, as well as our correspondence with Student Finance on this topic, confirms this. On paper, this seems like a good idea; however, this only works where tuition is increased at an equal rate for everybody, or everybody progresses through university at the same pace. Unfortunately, neither of these are true. Due to the university being a co-op and ‘regular’ school, with both international and domestic students, people progress at different paces with different tuition rates, increases, and associated guidelines.

Full calculations have been done for CS International students, which highlight the greatest disparity. and are provided on the last page. Charts showing actual vs expected tuition charged (Tables 4/5) are inserted below. The yellow highlighted cells show terms with a disparity.

Therefore, a CS co-op International student who started in Fall 2018 would pay $43,829.79 extra by the end of their degree. This issue is not limited to CS. Co-op students are systematically overcharged tuition throughout their degree.

Given that students are told that they will not be subject to increases greater than 5% per year, we are asking that the University re-assess the way tuition is calculated. Failing this, we are asking that the University then communicate to students that those in Co-op pay higher tuition, in addition to Co-op fees.
CS International Tuition; 2019 Entry Year

In the past, first year international students have typically seen fee increases around 8.5-9%. The Board of Governors has set a framework in place, capping these increases at 15%. Recently, there was an announcement made that CS international tuition fees would increase by 62.1% for the 2019-2020 tuition year, far outside the established framework. We have been told this increase has been planned for years, however its implementation raises several questions. Firstly, why was the proposed increase only made public after the Board of Governors voted on it? Secondly, if this has been planned for some time, why did the increase not come with a fully fleshed-out plan on how the University would help students most affected? Lastly, we are asking what specific projects the funds generated from the increase will go towards, what portion of the increase will go towards enhanced financial aid for students, and what the proposed aid package is.

Additionally, if an increase of this amount has been planned for some time, why has a tuition schedule such as the “Other Schedule” in Table 6 below not been followed? If this was done, the funds generated by increasing tuition earlier would have made even the 36.77% increase unnecessary, with the actual increase needed at that point being much lower.

<table>
<thead>
<tr>
<th>Year</th>
<th>Actual Schedule</th>
<th>Other Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015</td>
<td>$12,331.00</td>
<td>$12,331.00</td>
</tr>
<tr>
<td>2016</td>
<td>$13,441.00</td>
<td>$14,189.65</td>
</tr>
<tr>
<td>2017</td>
<td>$14,683.00</td>
<td>$16,307.75</td>
</tr>
<tr>
<td>2018</td>
<td>$16,823.00</td>
<td>$16,753.91</td>
</tr>
<tr>
<td>2019</td>
<td>$25,649.08</td>
<td>$25,649.08</td>
</tr>
</tbody>
</table>

% Increase:
- Actual Schedule: 9.09% to 8.55% to 8.19%
- Other Schedule: 15.00% to 15.00% to 36.77%
We look forward to an open discussion on the issues outlined, and your responses to the questions presented.

Sincerely,

Deon Hua  
Vice President, Academic, MathSoc (Winter 2019)  
Feds Councilor (2018 - 2019)

Bilal Akhtar  
Undergraduate Senator, Mathematics (2017 - 2019)  
Feds Councilor (2018 - 2019)

John Hunte  
MathSoc Councilor  
Feds Councilor (2019 - 2020)

June Xu  
Undergraduate Senator, Mathematics (2019 - 2021)  
Feds Councilor (2019 - 2020)

Tiana Zhao  
Vice President, Academic, MathSoc (Spring 2019)

Alex Lee  
Undergraduate Senator, At-Large (2019 - 2020)

Attached: [1] Charts & Calculations
Attachment 1: Charts & Calculations

**Table 1 - Brief overview of CS tuition**

<table>
<thead>
<tr>
<th></th>
<th>International?</th>
<th>Increase for 1st-Year students yearly</th>
<th>Increase in upper years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Co-Op 2018 vs Co-Op 2019</td>
<td>yes</td>
<td>15%</td>
<td>5%</td>
</tr>
<tr>
<td>Co-Op 2018 vs Co-Op 2019</td>
<td>no</td>
<td>5%</td>
<td>5%</td>
</tr>
<tr>
<td>Non-Co-Op 2018 vs Non-Co-Op 2019</td>
<td>yes</td>
<td>15%</td>
<td>5%</td>
</tr>
<tr>
<td>Non-Co-Op 2018 vs Non-Co-Op 2019</td>
<td>no</td>
<td>5%</td>
<td>5%</td>
</tr>
</tbody>
</table>

**Table 2 - Increases imagined per year (note co-op & non-co-op are the same)**

<table>
<thead>
<tr>
<th>Level</th>
<th>2018/19 Tuition</th>
<th>2019/20 Tuition</th>
<th>2020/21 Tuition</th>
<th>2021/22 Tuition</th>
<th>2022/23 Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Columns</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15%</td>
<td>$15,823.00</td>
<td>$25,633.26</td>
<td>$29,478.25</td>
<td>$33,899.99</td>
<td>$38,984.98</td>
</tr>
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<td>Diagonals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5%</td>
<td>$16,614.15</td>
<td>$26,914.92</td>
<td>$30,952.16</td>
<td>$35,594.99</td>
<td>$35,594.99</td>
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<tr>
<td>3A/3B</td>
<td>$17,444.86</td>
<td>$28,260.67</td>
<td>$32,499.77</td>
<td>$32,499.77</td>
<td>$32,499.77</td>
</tr>
<tr>
<td>4A/4B</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Table 6 - CS International Tuition**

<table>
<thead>
<tr>
<th>Actual Schedule</th>
<th>Other Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Assessed</td>
<td>% Increase</td>
</tr>
<tr>
<td></td>
<td>% Increase</td>
</tr>
<tr>
<td>2015:</td>
<td></td>
</tr>
<tr>
<td>$12,331.00</td>
<td>-</td>
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<tr>
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Attachment 1: Charts & Calculations

**Edge case due to how the 62% international student increase affects co-op student tuition**

**Table 3 - Progressions**

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**Table 4 - Actual Tuition Charged**

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**Table 5 - Expected Tuition**

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2 of 2
Appendix II: Response from UW Administration
To: Deon Hua, Vice President, Academic, MathSoc (Winter 2019)  
Bilal Akhtar, Undergraduate Senator, Mathematics (2017 - 2019)  
June Xu, Undergraduate Senator, Mathematics (2019 - 2021)  
Tiana Zhao, Vice President, Academic, MathSoc (Spring 2019)  
Alex Lee, Undergraduate Senator, At-Large (2019 - 2020)

CC: Francis Poulin, former Associate Dean, Undergraduate Studies, Faculty of Mathematics  
Benoit Cahrbonneau, Associate Dean, Undergraduate Studies, Faculty of Mathematics  
Troy Vasiga, Associate Dean, Undergraduate Admissions and Outreach, Faculty of Mathematics  
Mark Giesbrecht, Director, David R. Cheriton School of Computer Science  
Dan Brown, Director of Undergraduate Studies, David R. Cheriton School of Computer Science  
Maureen Jones, Director, Student Awards and Financial Aid  
Matthew Gerrits, Vice President, Education, Federation of Students  
Sarah Hadley, Director, Finance

From: Stephen M. Watt, Dean, Faculty of Mathematics  
James W.E. Rush, Vice-President Academic and Provost

Date: July 29th, 2019

Re: Tuition Calculations for Co-Op Students and CS International Tuition for 2019 Entry Year

Dear Deon Hua, Bilal Akhtar, John Hunte, June Xu, Tiana Zhao and Alex Lee,

This is in response to your letter of May 6th, 2019, addressed to Stephen Watt, James Rush and Maureen Jones. In your letter you raised two issues: one regarding tuition calculations for co-op students, and another relating to the Computer Science international tuition for the 2019 entry year. We address both these issues below.

Issue 1: Tuition Calculation for Co-op Students

You have summarized certain principles behind calculating tuition rates and that, within each category, students are charged an equal rate per academic level within a given fiscal year. You have observed that students progress at different rates through their program.

You observe, in particular, that co-op students pay greater aggregate tuition than regular program students. Even though both have the same number of study terms, co-op students experience an extra annual increase due to the longer duration of their degree. This is a natural consequence of the time taken by work terms, and is offset by increasing earnings in later work terms, due to advanced qualifications, and increased wages, due to annual inflation. Additional annual increases are experienced by all students whose studies are longer for whatever reason, whether it be, for example, due to change in degree program, time to make up courses, or leaves of absence. We agree that this information could be made explicit to assist students in choosing whether they wish to enroll in a co-op degree.
We note that annual tuition increases are consistent with Board of Governor approvals whereby the tuition rates by year-level have been increased annually by the board-approved increase percentages. It has been the practice of the Board of Governors at the University of Waterloo to approve tuition rate increases at the February board meeting for the subsequent fiscal year (e.g. at the February 2019 board meeting the Board approved tuition increases that were applied in the 2019/20 fiscal year). This means that tuition increase decisions for the 2020/21 fiscal year and beyond have not yet been made.

We acknowledge that, without intervention, certain co-op students in Computer Science could experience the 62% increase. However, the intention is to protect students who began prior to fall 2019 from incurring the 62% increase.

You have also observed that international co-op students in upper years could potentially experience a percentage increase/decrease in tuition that varies by co-op sequence. The university is examining the nature of co-op sequencing as it relates to tuition.

**Issue 2: CS International Tuition for 2019 Entry Year**

You are correct that the increase of CS tuition for international students had been under discussion for some time. This stemmed from the recognition that tuition for Computer Science was substantially different from the tuition for Software Engineering even though the programs of study, the target jobs, and the resources used were substantially similar. In fact, Software Engineering is a joint program between Computer Science and the Faculty of Engineering and there is considerable overlap.

In addition to this internal inconsistency between CS and SE rates, peer comparative analysis had indicated that Waterloo’s international tuition fee levels had fallen behind that of peer Ontario/U15 institutions, and was not reflective of the quality of Waterloo’s program, nor market demand. International tuition fees, inclusive of CS, have increased cumulatively since 2015-16 in an effort to recalibrate against those of peer universities. Even with these gradual increases over time, CS rates remained far below the rates of peer institutions. For your reference, the rationale for the increase in CS international tuition appears under item 13(b) on page 104 of the February 2019 Board meeting agenda: [link](https://uwaterloo.ca/secretariat/sites/ca.secretariat/files/uploads/files/20190205soapboe_package_0.pdf)

Attached, we address the specific questions you have raised regarding issue 2.

Sincerely,

James W. E. Rush  
Provost and Vice President Academic

Stephan M. Watt  
Dean, Faculty of Mathematics
Specific Questions and Answers

Q1: Why was the proposed increase only made public after the Board of Governors voted on it?

A1: Waterloo’s practice has long been to communicate proposed rates to the public only after the Board of Governors approves them. It is part of the Board’s mandate to provide financial stewardship and oversight of the University, and part of that responsibility is to provide approval of proposed tuition increase decisions.

Q2: Why did the increase not come with a fully fleshed-out plan on how the University would help students most affected?

A2: See “A3” below and note that more generally, the University ensures that tuition increases are accompanied by increased investments in student support through scholarships, bursaries or other types of financial aid. Any students who may be facing difficulty in financing their education are encouraged to reach out to staff in Student Awards and Financial Aid for assistance in understanding options that are available to help with the costs of their education -- [https://uwaterloo.ca/student-awards-financial-aid/](https://uwaterloo.ca/student-awards-financial-aid/)

Any international students who will be affected by the 62.1% increase will enter the program with direct communication provided to them on the fee structure.

Q3: We are asking what specific projects the funds generated from the increase will go towards, what portion of the increase will go towards enhanced financial aid for students, and what the proposed aid package is.

A3: Incoming international students in the 2019 entry cohort will receive financial awards to offset a significant portion of the increase during their first year.

The Faculty of Mathematics has agreed to help 2019 entry cohort students transition through these higher fees, by providing a ‘Computer Science First Year International Student Rebate’ to international students in the Computer Science and the Computer Science Double Degree programs. For example, in Fall 2019 tuition for a full course load (5 courses) is set to be $25,653. The rebate from the Faculty of Mathematics will be in the amount of $7,457, and will help offset the tuition increase in the first year. This means that for a student completing 1A in Fall 2019 and 1B in Winter 2020 their out-of-pocket expense will be approximately $18,196 each term in their first year, or the equivalent of the tuition rate that would have been charged had first year tuition increased by 15%, as it did for international students in several other UW programs.

Beyond 1A and 1B, tuition fees will reflect the 62.1% increase as well as any additional increases approved by the Board of Governors in the future. This is consistent with messaging provided on March 27, 2019 to all international CS students admitted in the Fall 2019 cohort, as well as all applicants under consideration for admission at that time. These messages were sent in March to ensure that all incoming students were informed of the fee increase before choosing to commence their studies at Waterloo. The Faculty of Mathematics will be working on a plan to provide enhanced student financial aid in your upper years.
Q4: If an increase of this amount has been planned for some time, why has a tuition schedule such as the “Other Schedule” in Table 6 below not been followed? If that was done, the funds generated by increasing tuition earlier would have made even the 36.77% increase unnecessary, with the actual increase at that point being much lower.

A4: International Fees, inclusive of CS, have experienced cumulative increases since 2015-16 in order to catch up with those of peer institutions. The planned 62.1% increase is an additional step following an overall multi-year plan to bring Waterloo’s international rates in alignment with peers and market demand.

The university does not have a mandate to provide low fees to international students particularly when the provincial government taxes the University for admitting international students and does not provide grant funding for undergraduate international students. Hence, further slowing of the gradual increase seen since 2015-16 is not feasible, especially given that peer institutions continue to increase their rates annually.

It should be noted that these fees are lower than the fees assessed (by a large margin) to international students by almost all US programs and comparable to other Canadian programs and fees for similar programs (e.g. Software Engineering) at Waterloo.

With a world-class reputation, 20-24 months of paid work experience through co-op, and competitive job prospects after graduation, we remain very confident in the value of a Computer Science degree from Waterloo. Our new tuition costs are now comparable to our competitors and reflective of worldwide trends in tuition, for programs such as Waterloo Computer Science.
WHEREAS the University advertises co-op as a way for students to pay for their degree; and

WHEREAS it is now clear that co-op students pay higher tuition, separate to any administered co-op fee; and

WHEREAS co-op students paying both a co-op fee and higher tuition is essentially double-taxing them to be in the program and receive the same education as their peers within the normal length of their respective programs; and

WHEREAS at other institutions like the University of Toronto, all students who do not exceed the normal length of their program are protected from large tuition increases; and

WHEREAS international co-op students are disproportionately affected by this situation; and

WHEREAS it has been stated by the University that “[paying greater aggregate tuition] is offset by increasing earnings in later work terms, due to advanced qualifications and increased wages due to annual inflation”; and

WHEREAS students are unaware of this when choosing between the University and other institutions, and between co-op and regular plans; and

WHEREAS this disparity results in another division of students such that co-op students and regular students pay two different prices for the same product, their education.

For example, a co-op student in 3B who started in 2016 could pay thousands more for that semester than a student in 4A who also started in 2016.
MATHSOC

BIRT Council rejects the notion that co-op students paying higher tuition should be offset by increasing earnings in later work terms.

BIFRT the Students’ Council:

1. Supports a comprehensive and predictable tuition framework for all students, without prejudice or preference, which is uniform across the University for academic program tuition, which is understandable by and accessible to all students, and that should the University refuse to agree and take action to this effect;

2. Mandate the President, with the support of the Vice President Education, to request the interpretation and support of the Board of Governors of the University of Waterloo to ensure parity between the costing of academic program tuition for regular and co-operative education students;

3. Mandate the President, with the support of the Vice President Education, to further request that the Board of Governors of the University of Waterloo set a predictable tuition models for all students, irrespective of program and stream;

4. Adopts the stance that should the University or Board of Governors of the University fail to support equitable academic costing amongst students, whether in co-operative education programs or not, then the University should inform all current, future and potential future students that co-op students will pay higher tuition, and that should the University refuse to agree and take action to this effect the Federation of Students shall, to the best reasonable extent of its abilities, take action to inform students of the same through all means at its disposal.

BIFRT that Council be consulted if current, future and potential future students are to be informed that co-op students pay higher tuition, so that information distributed will be consistent and contain the full additional cost to students.
APPENDIX D - STUDENT REFUGEE PROGRAM FINANCIAL SUSTAINABILITY GROWTH

Student Refugee Program
Financial Sustainability & Growth
Seneca J. Velling
Vice President, Operations & Finance

Acknowledgements:
- Charlene Hone, St. Paul’s (Administrative Assistant)
- Michael Steinmann, St. Paul’s (Manager of Finance & Administration)
- Richard Myers, St. Paul’s (President)
- Cheryl Pflug, WUSA (Accounting Manager)
- Dave McDougall, WUSA (Director, Student Experience)

17 August 2019

Waterloo Undergraduate Student Association
operated by the Federation of Students, University of Waterloo
Appendix

1.0 Proposal to Increase the SRP Fee to $4.82 Per Term (Executive Summary)

2.0 Proposed SPR Fee Budget

3.0 SRP Financial Review

4.0 World University Services Canada Letter of Support

5.0 SRP Funding across Canada (2019-2020)

6.0 SRP Funding: Waterloo c.f. Ontario & Canada (2019-2020)

7.0 Tracer Studies:
   7.1 General SRP Tracer Study
   7.2 WUSC Local Committees Study

8.0 WUSC SRP Student Testimonials
   8.1 Ifrah, co-Chair of the Local Committee 2019-2020
   8.2 Leonard, former SRP Student and Orientation Coordinator for incoming refugee students
Proposal to Increase the SRP Fee to $4.82 Per Term

Executive Summary

Background
The Student Refugee Program (SRP) at the University of Waterloo was launched in 2006. Its aim is two-fold.

1. It gives young refugees who have been displaced by civil war, or other disasters, an opportunity to obtain a university education.
2. It provides an opportunity for students and others at the University of Waterloo to learn more about the plight of refugees and displaced persons – a major world problem that is steadily worsening.

Partnership with WUSC
The SRP is carried out in partnership with World University Services Canada (WUSC). WUSC has similar partnerships with most universities in Canada.

In this partnership, WUSC is responsible for the first stage of the program. Through its extensive network on the ground in refugee camps (primarily those in Africa), WUSC advertises the program, recruits and selects candidates, and manages the process of matching them with participating universities in Canada. WUSC also handles the immigration arrangements with the Federal Government.

The universities are responsible for supporting the SRP students once they arrive in Canada. The support is both financial and human (counselling, advice, friendship, problem-solving, encouragement). One should not underestimate the significance of the latter.

Partnership with STP and Conrad Grebel
Two of the affiliated institutions play a particularly active role in the SRP. There are minor variations in the arrangements, but to simplify, both St. Paul’s and Conrad Grebel (along with some support from the FEDS SRP budget) provide free meals and accommodations to the SRP students for their first two years at the University of Waterloo. In addition, direct management of the program is handled by the Office of the Principal at St. Paul’s.

Waterloo International
Waterloo International also participates in the SRP through its agreement to cover the tuition fees of SRP students during their second year of study.
The Local Committee

The agreement with WUSC stipulates that direct support of the SRP students is to be handled by a “local committee” consisting of student volunteers. In any given year, the local committee at the University of Waterloo will have 12-30 members. Typically, there is a core group of 8-10 students who provide most of the leadership and do most of the work.

Participation History

Since 2006, the University of Waterloo has welcomed 17 SRP students. Waterloo’s sponsored students greatly enrich, and are enriched by, student life at UW; they make lifelong friends both within the college residences and within their academic cohorts; they mentor other students and incoming refugee students, develop their individual talents and personalities, and generally make the SRP what it is: an inspired and inspiring community of students. Sponsored students achieve this despite their personal (and often private) struggles adapting to a foreign culture, to rigorous academic life, to learning and studying in English (often their second, third or even fourth language), and to living without the support and comfort of family and friends back home.

The pattern in recent years has been to take in one new student each year. The next new SRP student will arrive on August 20th to begin a degree in Applied Health Science.

Financial Support

SRP students require considerable financial support. As of 2018, the average 2-year cost to support an SRP student is $95,000 ($57,500 coming from the FEDS budget, the remaining coming from the partners). Expenses covered include:

- Tuition and co-op fees
- Books and other learning materials, including one laptop
- An initial settling-in allocation for clothing
- An allowance for monthly personal expenses, and other small specific supports
- Meals and accommodations at St. Paul’s or Conrad Grebel for the first two years, including between term accommodations; and an apartment transition amount
- WUSC processing fee and travel loan repayment

Revenues

The revenues to support the program come from three sources. Waterloo International contributes an average of $13,000 to cover tuition fees in Year 2.

Students at Conrad Grebel and St. Paul’s contribute generously to fund the cost of accommodating the SRP students in Years 1 and 2. Grebel students pay a mandatory $20 per semester. STP students pay $25 per semester with an opt-out. On average, over 70% of STP students elect to pay the fee.
Following a referendum in 2008, undergraduate students at the University of Waterloo have been paying a refundable levy of $1 per term to support the SRP. (The fee was recently increased to $1.03 with the additional three cents per capita going to FEDS to offset their administrative costs.) Students have always had the right to present at FEDS and request a rebate of the fee. Typically, few have done so.

In 2017-2018, the $1/term levy generated $55,859 for the SRP.

Sustainability

Even under the current revenue model, there will soon be a shortfall in the SRP’s finances. Put simply, expenses have increased faster than revenues. It is projected that at current rates, the SRP would face a small shortfall in 2020.

Obviously, if the $1 levy is abolished, it will be necessary either to terminate the program, or to cut it back dramatically through a different funding model.

Proposal

As a result of recent changes in both provincial and university policy, FEDS will no longer be collecting any levies at a rate below $3.00. The stakeholders in Waterloo’s SRP program met recently to develop a response.

There is unanimous agreement among the stakeholders that the SRP should be continued for both ethical and educational reasons, as described under “Background” above.

As the program would be unsustainable without at least the equivalent of the contributions raised from the $1.03 levy, the group is unanimous that a new levy should be instituted that meets the requirements of the both the Province and FEDS.

After considerable discussion and analysis, it was agreed that we should propose a new levy, subject to the required online opt-out, in the amount of $4.82/semester.

The rationale for that amount is as follows.

A fee of $4.82 per term would allow us to continue bringing in one current student a year, and if opt out fees come in at 30% or less, allow us to bring in one additional student annually. It also allows us to build a bit of a fund balance initially to provide some funds in place to deal with cash flow issues that arise with no fund balance available. This buffer would slowly be removed as inflation costs rise and the $4.82 remains constant. Details of the revenue and expenses are shown in the accompanying document.
**Proposed SRP Fee budget**

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<td>Approximate annual Waterloo International, Conrad Grebel University College, and St. Paul’s University College support</td>
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<td><strong>Total Revenue</strong></td>
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<td>Approximate average cost of new student</td>
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<td>Increase fund balance/inflation protection (note 2)</td>
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<td><strong>Total Expenses</strong></td>
<td><strong>$ 212,000</strong></td>
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Notes
1. This would provide an opportunity for a second student to be added to the program annually. If the 30% opt out estimate is low, the 2nd student could be taken less frequently.
2. Average cost of new student is for average fees in a non co-op and regulated program. If an SRP student is in co-op or in a de-regulated program, the tuition fees are higher than above.
2. This amount will cover the initial $12,500 to build a fund balance, and additionally help cover inflation increases going forward.

Calculation data:
- Current Fee revenue $ 1.00
- Proposed Fee $ 4.82
- Current opt out 1%
- Estimated new opt out 30%
- Current approximate revenue (based on average of 5 years) $ 52,500
SRP Financial Review

The financial health of the fund has been slowly declining over the last few years. For the fiscal year 2014-15 the plan broke even and there was $46,500 in surplus, which was almost a whole year’s worth of fees. For the past fiscal year 2018-19 the plan lost $20,000 and the surplus is now down to $11,800, less than one term’s fees. Part of this was planned to reduce the surplus some was not.

In order for the plan to be in a comfortable spot the surplus should be maintained around $30,000. This would be equal to half of a year’s fees. It would also alleviate the program having to borrow money from the general fund at the beginning of each term while they are awaiting the fee cheque.

When looking at the past 3 years, removing the expenses for one of the students because the Provost has generously offered to cover this student’s costs, the fund has fallen short and average of $12,000 per year. This means in order to be able to cover its expenses the fund will need a minimum of $.21 increase. To make up the short fall in the surplus it will need an additional $.35 for the upcoming year. This makes the total additional monies needed for the upcoming year $.56. Making the fee $1.56. This would be true, if we had the entire year, but since the increase won’t take effect until winter term the increase needs to be $1.44. so the fee should be $2.44

Due to the health of the fund, certain items need to be cut from the program, such as driver training, bicycle purchase, travel between terms, lower quality less expensive computers. Also, when bringing a refugee over certain health and dental items arise that cannot always be planned for. While the students are covered under the WUSA health and dental plans the difference between the coverage and the expense still needs to be covered and those items that are not covered need to be paid in full.

All of the above calculations are based on 100% participation. Below are the participation rates and the needed fee amount to keep the program healthy.

<table>
<thead>
<tr>
<th>Participation Rate</th>
<th>Fee Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>100%</td>
<td>2.44</td>
</tr>
<tr>
<td>90%</td>
<td>2.71</td>
</tr>
<tr>
<td>80%</td>
<td>3.05</td>
</tr>
<tr>
<td>70%</td>
<td>3.49</td>
</tr>
<tr>
<td>60%</td>
<td>4.07</td>
</tr>
<tr>
<td>50%</td>
<td>4.48</td>
</tr>
</tbody>
</table>

Since this is an optional fee, it is the opinion of the Federation of Students’ Accounting Department that the Students’ Council should planning for a worst case of fee opt-outs, and should recommend the Board of Directors approve an increase of the current fee to a total of $4.88 per assessment for Full-Time undergraduate students. However, the SRP program can reasonably cover costs and potentially support expanded programming with $4.82 recommended in the accompanying report. Please note that the values presented exclude administrative overhead for the management, accounting, and budget review of the fund. Administrative overheads on all administered funds of the Federation of Students is currently set by the Federation’s Board at 2.5% of premiums (for $4.82 fee this equates to a floor of $0.12, ceiling of $0.13) in additional costs.
To Whom It May Concern,

I am writing on behalf of World University Service of Canada (WUSC) regarding the Student Refugee Program (SRP) and the sponsorship offered at the University of Waterloo every year. In the evolving landscape of the Ontario higher education ancillary fee policy, we want to provide information about WUSC and the SRP more broadly, stress the pressing financial needs for the 2019-2020 academic year, and highlight the longstanding relationship between WUSC and the University of Waterloo as well as the positive contribution of the institution towards the SRP since 1989.

World University Service of Canada is a non-profit, non-governmental organization that works on international development issues. WUSC is also a Sponsorship Agreement Holder that holds a legal agreement with the Government of Canada, which allows us to operate the SRP and sponsor refugees. The Student Refugee Program is the only program of its kind in Canada that combines resettlement with opportunities for higher education in safe and supportive environments. This program, unique to Canada, provides financial aid to resettled refugees for a minimum of 12 months at 93 postsecondary institutions each year, including the University of Waterloo. In most institutions, the funds for this program are collected through a student levy, which provides financial sustainability for the SRP on campuses across the country. The levy is democratically voted on within the student body and exists on your campus because the student population voiced their desire to have this levy in place. We hope the levy at the University of Waterloo will be maintained to allow the WUSC Local Committee to keep changing lives by providing higher education to refugee youth we resettled through our program.

At the University of Waterloo, the student levy covers the majority of the funds required for the sponsorship of young refugees, such as housing, food, clothing, living allowances, and repayment of the travel loan. As a result of this secured funding through the student levy, the University of Waterloo has committed to sponsoring 1 student refugee until August 2020, who will be resettled to Canada as a permanent resident and will begin their studies in 2 weeks. Over the last 30 years, the University of Waterloo has provided 17 refugee youth with the unique opportunity to pursue their education and reach their full potential. We hope that the University of Waterloo will be able to meet its responsibility towards this individual by continuing its tradition of demonstrating leadership around the inclusion of vulnerable populations’ access to higher education through the SRP. The SRP at the University of Waterloo also has a positive impact on the Canadian volunteers who support the integration of refugee students and raises awareness on campus. These volunteers benefit from a hands-on, cross-cultural learning experience that contributes to their identities as global citizens. Through their involvement with WUSC and the SRP, many
Waterloo students and alumni have been inspired to volunteer with WUSC overseas and pursue careers in international development.

I would be happy to discuss this request in more detail, either in person or over the phone to allow me to answer any questions you may have, provide more context, and offer any support towards a strategy. Please feel free to contact me with your most convenient availability.

Kind regards,

Marilyne
Program Officer, Student Refugee Program
613-761-3670 | mtremblay@wusc.ca
# Student Refugee Program:
Funding across Canada (2019-2020)

<table>
<thead>
<tr>
<th></th>
<th>British Columbia</th>
<th>Prairies</th>
<th>Ontario</th>
<th>Quebec</th>
<th>Atlantic</th>
<th>Total (national)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of sponsoring groups</td>
<td>11</td>
<td>11</td>
<td>25</td>
<td>15</td>
<td>10</td>
<td>72</td>
</tr>
<tr>
<td>Number of students sponsored</td>
<td>29</td>
<td>30</td>
<td>40</td>
<td>18</td>
<td>13</td>
<td>130</td>
</tr>
<tr>
<td>Avg # of students sponsored per campus</td>
<td>2.6</td>
<td>2.7</td>
<td>1.6</td>
<td>1.2</td>
<td>1.3</td>
<td>1.8</td>
</tr>
<tr>
<td>% of campuses that provide support beyond the 12 month sponsorship</td>
<td>55%</td>
<td>73%</td>
<td>64%</td>
<td>13%</td>
<td>60%</td>
<td>53%</td>
</tr>
<tr>
<td>% with student levy</td>
<td>73%</td>
<td>73%</td>
<td>84%</td>
<td>53%</td>
<td>90%</td>
<td>74%</td>
</tr>
<tr>
<td>Avg undergraduate student levy amount</td>
<td>$5.00</td>
<td>$5.70</td>
<td>$5.62</td>
<td>$3.04</td>
<td>$5.62</td>
<td>$5.00</td>
</tr>
<tr>
<td>Max levy amount</td>
<td>$3.70</td>
<td>$11.47</td>
<td>$20.00</td>
<td>$10.00</td>
<td>$1.00</td>
<td>$20.00</td>
</tr>
<tr>
<td>Min levy amount</td>
<td>$7.50</td>
<td>$0.96</td>
<td>$1.00</td>
<td>$0.78</td>
<td>$16.00</td>
<td>$0.78</td>
</tr>
<tr>
<td>% with tuition waiver</td>
<td>64%</td>
<td>64%</td>
<td>64%</td>
<td>33%</td>
<td>90%</td>
<td>61%</td>
</tr>
<tr>
<td>% with residence waiver</td>
<td>27%</td>
<td>18%</td>
<td>52%</td>
<td>20%</td>
<td>80%</td>
<td>40%</td>
</tr>
<tr>
<td>% with meal plan waiver</td>
<td>18%</td>
<td>18%</td>
<td>44%</td>
<td>33%</td>
<td>70%</td>
<td>38%</td>
</tr>
<tr>
<td>% with bookstore credit</td>
<td>18%</td>
<td>18%</td>
<td>8%</td>
<td>20%</td>
<td>30%</td>
<td>17%</td>
</tr>
<tr>
<td>% that repay travel loan (at least partially)</td>
<td>82%</td>
<td>91%</td>
<td>88%</td>
<td>87%</td>
<td>100%</td>
<td>89%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Residence and/or rent and utilities</th>
<th>Food Meal Plan</th>
<th>Initial settling in</th>
<th>Clothing and accessories</th>
<th>Personal</th>
<th>Transportation</th>
<th>Financial support for subsequent years - % that provide</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$9,468.82</td>
<td>$3,577.31</td>
<td>$466.62</td>
<td>$993.10</td>
<td>$1,546.55</td>
<td>$310.55</td>
<td>55%</td>
</tr>
<tr>
<td></td>
<td>$8,601.92</td>
<td>$5,940.59</td>
<td>$408.50</td>
<td>$835.00</td>
<td>$1,871.67</td>
<td>$287.20</td>
<td>73%</td>
</tr>
<tr>
<td></td>
<td>$9,114.00</td>
<td>$4,450.70</td>
<td>$497.50</td>
<td>$863.75</td>
<td>$1,585.00</td>
<td>$211.50</td>
<td>64%</td>
</tr>
<tr>
<td></td>
<td>$8,186.57</td>
<td>$4,493.22</td>
<td>$611.11</td>
<td>$968.33</td>
<td>$1,706.11</td>
<td>$461.11</td>
<td>13%</td>
</tr>
<tr>
<td></td>
<td>$7,688.75</td>
<td>$4,264.35</td>
<td>$423.08</td>
<td>$857.69</td>
<td>$1,556.15</td>
<td>$125.38</td>
<td>60%</td>
</tr>
<tr>
<td></td>
<td>$8,552.15</td>
<td>$4,586.94</td>
<td>$473.69</td>
<td>$899.85</td>
<td>$1,656.46</td>
<td>$278.40</td>
<td>53%</td>
</tr>
</tbody>
</table>
### Student Refugee Program Funding

<table>
<thead>
<tr>
<th>Avg # of students sponsored per campus</th>
<th>University of Waterloo</th>
<th>Ontario</th>
<th>Total (national)</th>
<th>Notes (o)</th>
</tr>
</thead>
<tbody>
<tr>
<td>% of campuses that provide support beyond the 12 month sponsorship</td>
<td>Yes, $33,000/student</td>
<td>64%</td>
<td>53%</td>
<td>The average value provided by sponsoring group for subsequent year after the 12 months of sponsorship is $33,000.</td>
</tr>
<tr>
<td>% with student levy</td>
<td>$55,000 – which represents 64% of the revenue for the sponsorship</td>
<td>84%</td>
<td>74%</td>
<td>$42,866 is collected on average per institution through student levy</td>
</tr>
<tr>
<td>Avg undergraduate student levy amount</td>
<td>1.00</td>
<td>$5.62</td>
<td>$5.00</td>
<td>The highest amount collected through the student levy is $267,540 per year – which represents 50,000 students contributing for the sponsorship of 9 students</td>
</tr>
<tr>
<td>Max levy amount</td>
<td>NA</td>
<td>$20.00</td>
<td>$20.00</td>
<td>The lowest amount collected is $2,000 per year for the sponsorship of 1 student, which represents 1,000 students contributing to the sponsorship of one student every year (other funding is required in this case)</td>
</tr>
<tr>
<td>Min levy amount</td>
<td>NA</td>
<td>$1.00</td>
<td>$0.78</td>
<td>Nationally, $12,239 is provided every year by the school administration of postsecondary education for tuitions</td>
</tr>
<tr>
<td>% with tuition waiver</td>
<td>NA</td>
<td>64%</td>
<td>61%</td>
<td></td>
</tr>
<tr>
<td>% with residence waiver</td>
<td>9,250</td>
<td>52%</td>
<td>40%</td>
<td></td>
</tr>
<tr>
<td>% with meal plan waiver</td>
<td>6,635</td>
<td>44%</td>
<td>38%</td>
<td></td>
</tr>
<tr>
<td>% with bookstore credit</td>
<td>NA</td>
<td>8%</td>
<td>17%</td>
<td></td>
</tr>
<tr>
<td>% that repay travel loan (at least partially)</td>
<td>$3,000</td>
<td>88%</td>
<td>89%</td>
<td></td>
</tr>
<tr>
<td>Initial settling in</td>
<td>$1,000</td>
<td>$497.50</td>
<td>$473.69</td>
<td></td>
</tr>
<tr>
<td>Clothing and accessories</td>
<td>$500</td>
<td>$863.75</td>
<td>$899.85</td>
<td></td>
</tr>
<tr>
<td>Personal</td>
<td>$4,200</td>
<td>$1,585.00</td>
<td>$1,656.46</td>
<td></td>
</tr>
<tr>
<td>Transportation</td>
<td>NA</td>
<td>$211.50</td>
<td>$278.40</td>
<td></td>
</tr>
</tbody>
</table>
WUSC’s Student Refugee Program (SRP) is the only program of its kind to combine opportunities for resettlement and higher education. Operating since 1978, the SRP has supported more than 1,700 young refugees from 39 countries of origin to resettle and study at over 80 universities, colleges, and CEGEPS across Canada. The SRP rests upon a unique peer-to-peer model which engages young global citizens on Canadian campuses to welcome and facilitate the integration of newly arrived students.
IN 2016 ALONE, THE NUMBER OF STUDENTS SUPPORTED GREW BY 63%.

This growth was supported in large part by a renewed sense of urgency among the Canadian post-secondary community and broader Canadian public to accelerate Canada’s response to the global refugee crisis.

About the Outcomes
The outcomes presented in this report are taken from two sources: the SRP database and an SRP Survey, conducted in May 2017. The SRP database is used to monitor information relevant to SRP students during the selection, immigration, and arrival period in Canada. The SRP Survey was conducted online and sought to capture students’ and alumni’s experiences since arriving in Canada. The results of this survey are intended to guide WUSC’s learning and future improvements to the program. The survey was sent by WUSC to SRP students and alumni for whom WUSC had email addresses (991 individuals, 353 of whom responded). The SRP Survey was anonymous, voluntary, and none of the questions were mandatory to complete. When appropriate, data presented from the SRP Survey excludes responses from students who arrived after 2012, as we assume that these respondents are still completing their studies.

Learn more at wusc.ca  @wusc.ca  @WorldUniService
At another institution
Did not complete degree
90% of students complete their initial studies WITHOUT INTERRUPTION

Students sponsored through the SRP arrive in Canada as permanent residents. This status enables them to access various funding options to continue their studies after their first year of sponsorship, including financial aid, awards, and employment. These are the same options commonly accessed by Canadian students.

2 OUT OF 3
SECURE employment during their first year of study

FUNDING EDUCATION

TYPES OF FINANCIAL SUPPORT
Accessed after Sponsorship

- Scholarships: 29%
- Bursaries: 58%
- Employment: 36%
- Student loans: 88%
- Bank loans: <1%

The majority of those who pursue further education enrol in diploma, undergraduate, or master’s degree. 66% say their education is related to their field of employment.

58% PURSUE ADDITIONAL POST-SECONDARY EDUCATION

Business was the most common field of additional study, including MBAs and accounting designations.

GRADUATION COMPLETION RATE

9 IN 10 completed a degree since arriving in Canada

84% of those at original sponsoring institution

90% of students complete their initial studies

65% of students whose studies are interrupted complete their studies at a later date.

Major reasons include:
- Cost of living
- Cost of study
- Taking care of family members
Nearly 66% of the respondents are satisfied with their jobs.

8 IN 10 hold Canadian citizenship.

60% Reside in city of original sponsorship.
30% Reside in a different city.
10% Reside in different country.

EMPLOYED

3 OUT OF 4 are currently employed.

54% of former students sponsor family members.

33% of former students plan to sponsor family members in the future.

Mental health has:
- 54% became better
- 29% stayed the same
- 5% became worse
- 7% has been inconsistent
- 5% prefer not to say

Since arriving in Canada, mental health has:
- 68% experienced racism
- 60% experienced discrimination

93% Felt a sense of belonging to Canada.

 Contributing factors include: employment status, mental health and job satisfaction.

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WUSC (World University Service of Canada) is a Canadian non-profit organization improving education, employment, and empowerment opportunities for youth. We engage a diverse network of students, skilled volunteers, development agents, institutions, governments, and businesses. Together, we foster youth-centred solutions to overcome inequality and exclusion around the world.

WORLD UNIVERSITY SERVICE OF CANADA
1404 Scott | Ottawa, ON | Canada | K1Y 4M8
Charitable Registration Number: 11930 4848 RR0001

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Active on more than 80 campuses across Canada, WUSC Local Committees are campus-based groups of students, faculty, and staff who mobilize support for global development and foster more welcoming communities for refugees and newcomers. Through awareness raising events, fundraising, and the sponsorship of refugee youth to Canadian colleges, universities, and CEGEPs, WUSC Local Committee members deepen their understanding of sustainable development while shaping more global thinkers around them.

**WUSC LOCAL COMMITTEES**
MOBILIZING A GENERATION OF GLOBAL THINKERS AND DEVELOPMENT CHANGEMAKERS

**ABOUT THE RESPONDENTS**

- **65%** Female
- **34%** Male
  - **1%** Prefer not to say

**WHEN THEY JOINED WUSC**

<table>
<thead>
<tr>
<th>Year</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010s</td>
<td>63%</td>
</tr>
<tr>
<td>2000s</td>
<td>30%</td>
</tr>
<tr>
<td>1990s</td>
<td>4%</td>
</tr>
<tr>
<td>1980s</td>
<td>1%</td>
</tr>
<tr>
<td>1970s</td>
<td>1%</td>
</tr>
<tr>
<td>1950s or 1960s</td>
<td>1%</td>
</tr>
</tbody>
</table>

**OVERALL IMPACT**

- **77%** of members and alumni report improved academic experience
- **79%** of members and alumni say that their involvement with WUSC influenced their identity as global citizens

**About the Outcomes**

The figures presented here are compiled from the results of an online survey, conducted in October/November 2017, which sought to capture the experiences of WUSC Local Committee members and how their involvement with WUSC influenced their decisions later in life. The survey was sent by WUSC to alumni for whom WUSC had email addresses (991 individuals, 353 of whom responded). The survey was anonymous, voluntary, and none of the questions were mandatory to complete.
WUSC (World University Service of Canada) is a Canadian non-profit organization improving education, employment, and empowerment opportunities for youth. We engage a diverse network of students, skilled volunteers, development agents, institutions, governments, and businesses. Together, we foster youth-centred solutions to overcome inequality and exclusion around the world.

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WUSC SRP Testimonial- Ifrah

The WUSC Student Refugee Program (SRP) is a one of a kind program in Canada that strives to empower refugee youth in providing resettlement and opportunities in higher education. It is a unique program since it is the only youth to youth sponsorship program that engages youth in Canada to volunteer their time in raising funds and awareness through their local WUSC SRP committees on university campuses. One of the major challenges faced by SRP students is the cultural difference. There are language barriers, different norms and practices as well as different food and weather; however, the local WUSC SRP committees allow SRP students to meet new students and communicate with them, this allows them to critically think and have the exposure of different perspectives. This program will have local committees to help SRP students to overcome these differences by discussing with them about these changes and supporting them in times of need. The committee offers emotional and social support for 12 months to each SRP student, by providing opportunities of introducing their community, university, and the Canadian culture. This will contribute to allowing SRP students to be independent and think constructively about their future. This committee will allow SRP students to experience new activities and learn new skills; moreover, they will be introduced to the different services available on campus, such as the International Students Office and the clubs/societies on campus. This program is important as it allows students to gain an education and socially integrate towards their community by receiving support from their local WUSC SRP committees, meeting new peers and fostering long-standing relationships. This committee is vital as having a support system for the SRP students is important to overcome socio-cultural barriers and taking care of mental health. The local committee is involved in helping the SRP students to settle in their first few weeks, with their income tax returns and immigration affairs.

Through the committee, they are able to meet new people from different backgrounds and expand their social network, as research shows that often when arriving to a new country there is a possibility of feeling isolated. This can negatively affect your mental health; however, being a part of a community with a strong support from fellow peers provides an easier pathway to success in education and life. It also sponsors students for a year and provides them basic financial aid. This financial aid covers their tuitions and accommodation fees, and allows them to focus on their studies to be successful and settle in their community. The program socially affects the SRP students by allowing them to grow their self-esteem and social skills in integrating with their community. A sense of belonging is vital to SRP students for their education; therefore, this program brings a sense of awareness to the Universities and its community, and in return, students provide the necessary support for boasting self-confidence and acceptance to the SRP students when they arrive to different environments. This program assists SRP students before their arrival to Canada, through an intensive process of language training, academic preparation and pre departure session. All of this contributes to their success upon arriving to Canada and adjust easily in school and life. Since 1978, this program has supported more than 1,600 SRP students from a wide range of countries. The WUSC SRP program has been successful in providing an innovative pathway in integrating their students, there is a study in 2007 that states about 85% SRP students received employment after they graduated.

I have the privilege and wonderful opportunity to co-chair this upcoming year 2019-2020, Waterloo WUSC committee. I have been volunteering with this committee since 2017, and by 2018, I have been more active as I met more SRP students and heard about their stories and seeing their joy and perseverance have inspired me to spend my time in helping and possibly making a difference that
could positively impact current and future SRP students. Being able to be a friend, mentor, and welcoming community member to SRP students once they arrive, and seeing how it influences them has been a driving factor as to why I have chosen to be an active member of Waterloo’s WUSC SRP local committee.
SRP Program Testimonial – Leonard Honore

The student refugee program is a life changing opportunity for myself and the many other beneficiaries that I know. The trip was not easy, and it was my first time on the plane heading into a foreign country, the first time away from family. But my faith in the host country and the only peer to peer program in the world gave me excitement for the trip and thus could not wait to get here and call Canada home. It is obvious that the SRP provides the opportunity for refugee students to pursue their post-secondary studies across Canadian post-secondary institutions. A rare and golden opportunity for the millions of refugee students across the globe. I firmly assert the above statement because I know how I strived with the many others who did not make it for the shortlist of the students to come to Canada in my year. There are options in Canada when applying for universities after high school. Unfortunately for the refugee students there is not. Many students are stuck after high school and even when they get the chance to enroll in online studies in their respective refugee camps, they do not get work permits thus cannot put their knowledge to use. Alas, how do you earn a living without working? Secondly, the SRP provided me and the many others a place to call home. I left my country of origin when I was very young that I can barely remember anything. I could have called the camp home but the restrictions and limited opportunities available made it not feel like home.

It is amazing what a dollar can do to change someone’s life. The University of Waterloo has graduated a number of SRP students all through the earlier one-dollar student levy over the years. The recent graduates being Gloire Gatabazi and Oswald Buhendwa class of 2019. I neither can emphasize my gratitude enough nor can I make you understand how a dollar from one’s tuition, which can neither buy a coffee nor a chocolate bar at a convenient store, transforms someone’s life to a degree holder, a potential Canadian citizen and most likely a model citizen because they have learned how it feels not to have.

I am currently the SRP Student Coordinator for the incoming students. I have been a part of the SRP Committee since my arrival at UW. I believed I had the expertise that the committee did not possess here. I have first-hand information on how the incoming students feel, what they have been through and probably what they need to adapt and integrate into the diverse Canadian society. Furthermore, it is the least I can do as a service to the program that gave me a life time opportunity that my family and I will forever be grateful for.