



Minutes for the 19th November 2017

The fifth meeting of the year 2017/2018 Student Council of the University of Prince Edward Island Student Union was held November 19th, 2017. Minutes were taken by Shikha Choollun. The meeting was called to order at 6.00 pm by Zak Jarvis, Chair of Council.

PRESENT: Hammad Ahmed

Taya Nabuurs
Megan Rix
Will McGuigan
Erin Macneill
Grace Wedlake
Michael Ferguson
Brendan Curran
Ammar Khayyat
Pragya Chowdhury
Kali Ross
Matthew Coleman
Amy Rix
Carten Smith
Billie Mackay
Haley O'Connor
Jose Barros
Caroline Simoes Correa
Kari Kruse
Iker Zulbaran
Emma Lou Schraeder
Samantha Begin
Colton Profit
Tristan LeClair
Stephanie Cairns
Brendan Curran

ABSENT: Rachel Kays
Ashley McKibbon



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ALSO PRESENT: Zak Jarvis
Shikha Choollun
Sweta Daboo

1-1 CALL TO ORDER

The meeting was called to order at 6.00 pm.

2-1 APPROVAL OF THE AGENDA

Motion: Amy: to approve the agenda.

Motion: Carried

The agenda was approved.

3-1 MAN UP

3-2 GIVE SPEAKING RIGHTS TO DANA KENNY

Motion: Taya: To give speaking rights to Dana Kenny

Motion: Carried

Motion: Taya: “ I move that UPEISU support in principle and in practice the efforts of PEI Man Up and that the UPEI student Union liase with this group in order to support them in their efforts.”

Motion: Carried

Motion: Taya: To take away speaking rights from Dana Kenny

Motion: Carried

4-1 APPROVAL OF THE MINUTES OF OCTOBER 14TH 2017

Motion: Erin: To approve minutes of October 14th 2017

Motion: Carried

5-1 APPROVAL OF THE MINUTES OF OCTOBER 29TH 2017

Motion: Taya: To approve minutes of October 29th 2017

Motion: Carried



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6-1 REPORTS

6-2 PRESIDENT (HAMMAD)

Saturday, November 4th, Taya and I traveled to Calgary for the Friends of UPEI event which is a fundraiser that raises money for student scholarships. We gave our testimonies at the event about what it is like to be a student at UPEI. There has already been above a million dollars raised for UPEI students. This trip was paid for by the university. Every year, two execs go on this trip to Calgary.

Monday, November 6th, I met with the **president of the GSA and Grad Reps** and spoke about different matters affecting the GSA. This includes uniform siphoning funding, better tri-council funding. Registration is still done on paper on where there is an option to deduct fees from funding they have received to carry out their graduate studies. This option, however, is no longer functional as the system has changed. The GSA has requested for there to be more change tables on campus to accommodate students who are parents, making the campus more family friendly. In addition, they have also requested for flexible childcare.

Wednesday, November 8, I met with **Jackie Podger** to discuss stocking up the dispensers for feminine hygiene products and to add dispensers to washrooms that do not currently have any, this includes all gender neutral washrooms. This issue will be resolved in a few weeks #StudentWin. I also brought up the fact that students are struggling with parking on campus.

Friday, November 10, I was unable to attend the **Enhanced Teaching and Learning Committee Meeting** due to conflict of time with another meeting which was planned first. I also attended the **Health Insurance Meeting** with Owen and Paul. We went over our current status and everything looks good so far. The repeated multiple times that we have the best health plan in Canada.

Most of you got the long weekend for Remembrance Day and student development day. This luxury was not for me as I had to come into the office.



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Tuesday, November 14, I met with **Dr. Jiwani** regarding the new health center and where would students like to see it go towards. **Finance and Audit Committee (BoG)** met to talk about the bookstore's internal audit. **Board Development, Fundraising and External Relations Committee** also met for the first time and this was also the first time that student representation was present on this board committee. We approved a few scholarships which will be brought forward to the board for approval and also the placement of Rocky's name in the kitchen of Chaplaincy Center.

Wednesday, November 15, was a really busy day as I met with many different groups of people and attended a few events. I met with **AVC** and their concerns brought up of parking lots A and B being full if students do not arrive by 8:30 am. **AVC** students requested certainty of ticketing on campus. In regards to the UPEI Campus Master Plan, **three execs and GM** met the researcher in charge. There will also be town hall consultation. Emphasis brought forward by us was on the parking lot issues as well as increasing all gender washrooms on campus in addition other matters. The **CASA Advocacy Week Backgrounder Webinar** also took place on this day. I attended this with Taya and the background of advocacy week which is taking place from Nov 26 to Dec 2 was discussed. The day was concluded with me attending the **President's Excellence Awards** in the evening at the Delta.

Thursday, November 16, **Senate Steering and Nominating Committee** met. Senate will be meeting on Friday, November 24. I also met with the **Student Center Management Committee** to discuss the different things that have been happening in the building.

Strat Plan UPEI - I attended the following faculty meetings where a lot of input was received by each one of them. The Strategic Plan Advisory Committee meeting took place on Friday, November 17, after meeting with the faculties. Below are the meetings I attended:

Atlantic Veterinary College Tuesday, Oct 31, 2017
Faculty of Nursing Monday, Nov 6, 2017
Faculty of Arts Wednesday, Nov 8, 2017
Faculty of Business Wednesday, Nov 15, 2017
Library Thursday, Nov 16, 2017

NIFD met 8:30 every week for two hours. We spoke about Student Union Refresh and the decision has been made to carry on with this plan. The timeline is ready and



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will be presented to council next council meeting. The **UPEISU strat plan** is also being worked on. A detailed review of past strat plans have been completed and we are going to receive consultation from different bodies. Everything looks like it is on track.

I have also been busy with meeting with students at large, councilors, committees (policy, Council steering, executive) DOC weekly meetings, meetings with the president, meeting with chair, invites by different groups on campus.

I have also been working with the DOC with regards to potential press release

Tampons shipment received from P&G. I spoke with Senator Grace to decide how to distribute the tampons and where. We decided that to place buckets in Main Building and the Library washrooms until the university deals with the dispensers. We have received 6750 free tampons.

A survey titled "UPEISU All-Gender, Multi-Stalled Washrooms" was distributed to students of the University of Prince Edward Island via email on **November 13, 2017**. The survey consisted of three (3) questions, two (2) of which being multiple choice and one (1) being a short answer. The survey yielded a total of eight-hundred and thirty (830) respondents.

Survey Questions & Results:

Questions 1: "Please rank your agreement with the following statements: I would like to see one of the existing multi-stalled washrooms in the SDU Main Building changed to an all-gender, multi-stalled washroom."

Results:

Strongly Disagree: 128 (15.50%)

Somewhat Disagree: 57 (6.90%)

Neutral: 149 (18.04%)

Somewhat Agree: 102 (12.35%)

Strongly Agree: 390 (47.22%)

Total Responses: 826



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Questions 2: “Please rank your agreement with the following statements: I would like to see one of the existing multi-stalled washrooms in the Robertson Library changed to an all-gender, multi-stalled washroom.”

Results:

Strongly Disagree: 125 (15.15%)

Somewhat Disagree: 57 (6.91%)

Neutral: 142 (17.21%)

Somewhat Agree: 108 (13.09%)

Strongly Agree: 393 (47.64%)

Total Responses: 825

Question 3: “Please let us know if you have any additional comments:”

Results:

A variety of answers to Question 3 were provided.

“As long as there are a few female only and male only washrooms available for privacy, the addition of a gender neutral washroom is not a problem and a great idea to be an all-inclusive campus.”

“That would make me uncomfortable to have to share a bathroom (a place of privacy) with the opposite sex.”

“... I would love to see all bathrooms on campus change to all gender, multi-stalled.”

“I’m fine with either way because I don’t use the bathrooms often when I am on campus.”



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Total Responses: 247

Moving forward, I will be meeting with the Student affairs and Facilities management later this week to see what is to be done next after student consultation.

One of the visible results to my weekly meetings with the President can be shown by a win recently achieved which was increase in the student councilors at Student Affairs from 2.5 to 4.5.

Below is a Communications overview of the month of October:

Social Media Numbers (Overview)

Social Stream	As of October 1, 2017	As of October 31, 2017
Facebook (page likes)	3037	3084
Instagram (followers)	890	903
Twitter (@UPEISU) (followers)	2572	2593
Twitter (@UPEISUCouncil) (followers)	268	279

Internet Matter on campus:

Last time I gave you all an update about this topic there has been more update on phase one
Oct 25th 175mb+
Oct 30th 200mb+



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Nov 2nd Equitable Share of internet allowing 5mb per user

Nov 3rd NSO got shut off and Conferences service password got changed.

As always, please do not hesitate to bring forward your questions, comments, or concerns.

Kind regards,

Hammad

6-3 VP ACADEMIC & EXTERNAL (TAYA)

November 19th, 2017

Meeting w/ Enhanced Teaching & Learning Committee

- On November 10th, I met with the Enhanced Teaching and Learning Committee to continue our conversation about course evaluations and adjustments to uses of the Student Opinion on Teaching Surveys.
- To jog your memories, the SU has been advocating for years now that the written comments on SOTS be available to Chairs and Deans (as of right now, they are the sole property of the faculty member and cannot be viewed by anyone else).
- Given the number of complaints we have heard from students over the years regarding the course evaluation process, we have been recommending that there be more accountability and that more value is placed on those written comments.
- Policy & Research Coordinator, Colin, compiled some research regarding the course evaluation processes at other institutions across Canada and, using that data, I compiled a proposal for the committee which was presented at the last meeting. I will upload the proposal to the Council site for you to view if you want more information in regards to the specifics of what we are recommending, as well as the separate document detailing in quick terms potential other options, should the primary proposal not be successful.
- In looking back at previous years in which we have been advocating on SOTS reform, and given the tone in some of these ETLC meetings, it seems as though there has not been much leeway on either side (students or faculty) when approaching this issue. While I will not accept any “resolutions” which



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compromise the integrity of student voices and the accountability of faculty, I wanted to approach these meetings with suggestions for potential compromises rather than coming forward with one hardline suggestion. I'm hoping that a more cooperative approach might inspire a more collaborative environment on the committee rather than creating more divisiveness.

- Conversations about our proposal to the committee are in the early stages, and I presume it will be a while before we see any substantial movement on this issue, although the tone of conversations seem to be improving. For now, it was decided that a survey would be conducted wherein we could get more student feedback on their thoughts on the effectiveness of course evaluations, what they would like course evaluations to look like, etc. Faculty did not seem overly convinced that this was a concern of many students, so we're hoping that a student survey can help tackle this rhetoric and give more weight to the things we're advocating on. I'm working on crafting the survey right now and hope that it can be circulated in December.

Atlantic Career Week

- Along with VP Student Life Rix, I participated in the Atlantic Career Week "Student Government Panel." While participation was quite low, there were some excellent discussions had which inspired some further conversations with Career Services staff about how we could facilitate a similar activity later in the year on a larger scale. As of right now, we're thinking that a partnership with Career Services sometime before or during the Spring election campaign season would help increase student engagement in the SU elections and show students the benefit of involvement in student government. Primary ideas that were floated included a second panel with a live stream as well as a variety of workshops such as "campaign platform design," "how to run a good election campaign," etc, which will serve to demystify the student election process and hopefully encourage greater participation. We will provide updates as more ideas are solidified.

CASA Updates

- **FPC Updates:**

- The CASA Federal Policy Committee had a number of additional meetings over the last few weeks in an effort to have everything finalized and ready to present at plenary during Advocacy Week. The group has been working hard over the semester and we have a number of policy renewals to present, as well as some updated work plans.



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● Advocacy Week Prep:

○ President Hammad and I participated in an online training webinar session last week along with other CASA delegates getting further training on the primary 6 “asks” for Advocacy Week which we will be discussing at our meetings with MP’s and Senators next week.

○ This year’s primary “asks” are based in the following themes:

- Open Educational Resources
- Creating a Canada Student Grant for Graduate Students
- Supporting Students with Disabilities and Mental Health Concerns
- International Student Study Permit and Work-Integrated Learning
- Fair Dealing for Students and the Copyright Act
- First Nation and Inuit Students and PSSP

○ For more information, find the 2017-2018 CASA lobby doc [here](#).

Meeting w/ Minister Gallant & Acting Deputy Minister Colwill

● On November 15th, Colin and I met with the Minister of the Department of Workforce and Advanced Learning, Sonny Gallant, and Acting Deputy Minister Colwill to present our newly-minted lobby doc.

● All in all, the meeting went well. There seemed to be particular interest in our ask for student mental health funding. I will be following up with the Minister and Deputy Minister this week to send them some supporting documents about the technological advancements in mental health and wellness services that we discussed during the meeting.

● The sexual violence legislation also seems to be garnering significant government interest. I’m planning to contact a number of different MLA’s for individual meetings about this legislation, with the primary goal of identifying an MLA who is willing to table his legislation for us and be a champion for it in the Legislature. Once that person is identified, I will be trying to take a “divide and conquer” approach by holding individual meetings with different MLA’s in an effort to ensure enough support for this legislation to pass with the criteria we have suggested.

○ Colin and I have been working on a more in-depth report which will build on our current policy statement and include exact criteria that we wish to see included in this legislation so that we are providing clear suggestions and so that we can ensure that, if passed, this legislation achieves its intended purpose. We will be bringing this report with us to our meetings and circulating it to members of the legislature.

● On a related note, I’ve been involved in conversations recently with Brianna Workman, VP Education for STUSU, as she has been a champion for implementing



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sexual violence legislation in New Brunswick. She has seen some traction on her advocacy work in this area recently and we have been in conversation about what NB is doing and how we can take similar approaches here in PEI. New Brunswick moving forward on this issue will certainly add additional pressure to PEI government and add more weight to our efforts.

Meetings w/ VPAR Dr. Gilmour & Discussions of Student Representation in Academic Appeals

Processes

- As always, I have been holding bi-weekly meetings with Dr. Gilmour. At our last meeting on Friday, we had a more in-depth discussion regarding the student academic appeals process and the representation/help students get through that process. Dr. Gilmour wanted more information on how the SU helps students through that process, and I explained to him that my VP role does a lot of student advising as they are approaching issues with professors or course work and help them through the appeal process. In terms of formal representation, we really only have representatives on the Senate Academic & Appeals Committee. Outside of this committee, students are oftentimes handling meetings with faculty and university staff on their own. I can advise them and try to talk them through the process, but myself am oftentimes powerless to be physically present in some of those meetings. Additionally, there is no stipulation in faculty appeal processes that the Student Union be made aware of ongoing appeals/complaints or that students undergoing such processes are made aware of services of the SU. This makes things difficult for a number of reasons, but primarily because on the one hand, the SU might not be aware of a number of ongoing complaints regarding a particular faculty member, course, etc, and on the other hand, students might not be receiving the help they need if they aren't aware of the services of the SU.

- All this said, Dr. Gilmour was equally concerned by many of these facts and the lack of enshrined student support and representation throughout internal faculty complaint and appeals processes. We had a discussion about how we could potentially approach reforming these processes. He indicated that he would be in touch with VP Finance and Admin Podger about consulting with me and providing more information about current policies surrounding these processes, how those could be amended, and how the SU could tackle this issue. It will be a big project given the number of varying internal departmental processes, but it is much needed and will do much more to support our students and give them an equal voice. I have slated this project to begin over the Christmas Break.

Task Force Updates:

- A website for the Task Force was officially assigned a domain name. I have been



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spending the last week designing and formatting the website and producing content. I'm currently awaiting a meeting with Mrs. Podger and Marketing and Comms to discuss the launch of the website.

● Kimberly (Task Force Student Assistant) is also currently working on gathering some background research to inform the creation of an online survey. This survey is intended to provide an online feedback platform for those who were unable to attend the in-person consultations. This week will be dedicated to designing the survey and, if all goes well, my hope is to launch the survey next week.

● The Task Force will be meeting again in December to discuss results from the survey, review the revised draft of the sexual violence policy, and discuss the role of the Task Force in the upcoming semester.

6-4 VP STUDENT LIFE (MEGAN)

Events

It hasn't been too busy for events the past 3 weeks. We had Tony Lee which happened and that was a huge success. We had roughly around 150 people that attended and participation at the show was amazing. I talked to Tony beforehand to make sure it wasn't PG but it also wasn't X-rated and he did an amazing job at keeping it a good medium. I have been planning for Two Years Eve and have decided that Two Years Eve will be the first Friday back in January and it will be a Great Gatsby theme and DJ Hot Dan, Ron Romance, and Alex Montgomery will be for performers. I am super excited about that event and I hope it has a good turnout. It has also been great that Will and I have been in contact and meeting with tons of students that want to tap into the AVC, Grad, and First Year event lines! It was especially great to plan the first year study night with Lou which is happening at the end of the month!

Clubs

We have our next Clubs Cup coming up at the end of the month as well and we are doing a ginger bread house making competition. Holly has already had a few clubs sign up which is awesome. The Clubs & Campaigns Committee has also met a couple of times to discuss a new program for first year students. All the details will be figured out this next meeting and the program will be ready for January. I also spent quite a bit of time figuring out the Caribbean Night AKA Anticipate with the Caribbean Society and that event happened and worked out which is great.

Campaigns

We had environmental day which worked very similar to other campaigns we have had. Some events were awesome, some no one attended. The flower pot decorating



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was HUGE, we had a swarm of people ready to participate which was awesome but other events later in the day didn't have as good of an attendance but the people that did attend had a lot of fun! We unfortunately had to postpone Diversity Week for a number of reasons. First of all, there were some scheduling conflicts and some of events weren't going to work out. Second of all, I wanted the week to show the diversity on campus and I honestly didn't feel like it did. I'd rather postpone a campaign if it isn't what it is supposed to be then put on a shitty campaign. I didn't just make this decision on my own, I did consult Fallon (obviously) and a few other old executives to help me come to terms with the decision. It will now be held in January and I plan on fixing everything that was wrong with it and it will be so much better next time.

Additional

I have spent some time on figuring out what projects I would be working on during Christmas and figuring out my schedule. I also plan on working on a risk management plan for clubs & societies and making many changes to our policies and by-laws regarding clubs and societies so that will be a huge project over the summer.

6-5 VP FINANCE (WILL)

Hello Council, Since our last meeting that was held on Sunday Oct 29th I've been doing a lot of work with our GM and working together to get the budget together and reports.

Business advisory board meetings

- We had a meeting on Monday Oct 30th & Monday Nov 6th.
- In these meetings we mostly talked about the wave renovations and what we wanted josh to bring to council. We also had some discussion around reports from over the years and talked about the month of October at wave and MP.

GSA meeting

- Myself and Megan had a meeting with the GSA president – Brittney
- This meeting was around graduate funding and how Graduate students can take advantage of this funding line for events on campus- overall meeting went very well and the GSA and SU are going to be hosting a wine and chess event this month and a town hall.

We had a Campus Trust Governance Meeting



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- Nothing to report from this meeting

Meeting with Residence

- Myself and Megan had a meeting with residence person Sarah Donaldson who is in charge of student life.
- We talked about ways we can better our students with a focus on the residence students and how we can get them out to our events and what events we can do for residence
- Communications, advertising, just getting the message out to students.
- Very happy with how this meeting went and that we have built a connection with Sarah who is new to UPEI and residence.

Clubs bank account

- I Had meeting with two clubs about bank accounts and the process about starting up bank accounts and some of the fees that will occur from them.
- We also had two other clubs approach us about getting a permission letter to give to the bank to open an account, very standard.

Funding Committee

- We had our very first funding committee of the year, it went very well approved clubs and student funding which totaled \$ 1500

Cadre B.O.G. Meeting

- Regular meeting with the BOG Wed nov 8th
- Looked over policy and talked about student outreach regarding social media
- Also had a Cadre interview about being the VP Finance and how I have been doing this year. They will be giving me a grading and comparing me to my mandate. Nov Monday 13
- We have an opening in the Cadre aswell, our editor in chef will be stepping down in the new year to take part in an exchange, and I wish her well and thank her for her service to the Cadre. We hope to hire a replacement in the coming weeks.

Yearbook meeting

- We had a great meeting with the Yearbook staff on Wed Nov 8th
- Went over upcoming ideas for this year
- They picked out fonts and designs and things are coming along very nicely



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Campus trust meeting with Owen and Paul Nov 10th Friday

- Our campus trust reps came to visit us, and gave us an update about last year's health and dental.
- Our plan did amazingly last year. health claims were \$560000 and dental was \$333000.
- Enrollment increased by about 10% last year compared to the last year.
- Health plan
- 54% - Prescription Drugs
- 13% - Eye wear 5% - Eye Exam 12% - Physiotherapy
- These totaled is 84% of the entire claims paid out to health

Went downtown to lay the reif for remembrance day

We had a meeting with the dean of nursing about the health center and what the new center will look like in the future. The president can talk more about this because this is his area.

Myself and Taya attended the opening of the house

Attended a meeting with the GM with athletics about building a better relationship with athletics and talked about marketing ideas that they are up to. This meeting was more to build a relationship with the GM to keep things even over the years.

Had our first budget committee of the year, and it went very good.

I've spent majority of my time working on the amended budget that I will be presenting her tonight. Working with our GM together we have been researching and meeting with members of the Student Union, talking with councillors, and staff to come up with a budget that will work for the entire SU. I feel the budget is fair and conservative and will help us better the students at upei and our organization.

6-6 SENATE

Senate has nothing to report. We have our next meeting on Friday, November 24th.

Cheers!

Grace



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6-7 BOARD OF GOVERNORS

I have had 2 committee meetings since we last met for the Universities Property and Assets Committee. The refresh of the universities Campus Master Plan has commenced and Brook McIlroy Inc. a firm from Ontario who completed the original Campus Master Plan. The topics discussed were based on the following;

- What are the priorities in the physical development of the campus? What should be addressed first? Are there specific space needs or functions that the Campus should be providing?
- What are your concerns? What issues can you identify in the campus that prevent the fulfillment of campus users' aspirations, or hinders their effectiveness?

The committee will be meeting again in mid-December.

Good luck as the semester continues onward.

Michael.

7-1 BUSINESS REPORT (W111)

8-1 HALLOWEEN PUB (W111)

Haloween Pub Income Statement

Oct-17

Revenue

Ticket Sales \$11,383.47

Bar Sales \$5,203.21

Total Revenue

\$16,664.73

Oct-16

Revenue

Ticket Sales \$12,837.39

Bar Sales \$3,827.34

Total Revenue

\$16,586.68

Expenses (Megan)

Tickets \$283.11

Opener \$575.00

Expenses Last year

Tickets \$230.09

Opener \$300.00



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Band \$1,500.00	Band \$1,745.00
Hotel \$-	Hotel \$290.46
Decorations \$-	Decorations \$103.50
Production \$1,250.00	Production \$900.00
Ryder \$164.23	Ryder \$295.56
Promotion \$72.28	Promotion \$34.83
Security (UPEI) \$1,760.00	Security (UPEI) \$1,760.00
Fencing \$270.00	Fencing \$270.00
Security (Wave Extra) \$1,968.41	Security (Wave Extra)
\$1,641.21	
Total Expenses (Megan) \$7,570.65	\$7,843.03 Total Expenses Last year

Wave Expenses	Wave Expenses
Liquor Cost \$2,486.80	Liquor Cost \$1,018.16
Miscellaneous \$250.00	Miscellaneous \$250.00
Bartenders/servers \$486.04	Bartenders/servers
\$550.00	
Wave Security (Routine) \$677.60	Wave Security (Routine)
\$765.17	
Total Wave Expenses \$2,583.33	\$3,900.44 Total Wave Expenses
Total Expenses \$10,153.98	\$11,743.47 Total Expenses

Net Income \$4,843.21 Net Income \$6,510.75

William McGuigan

9-1 AMENDED BUDGET

Motion: Brendan: Add one extra hour to the salary hours of the Deputy Chair.

Motion: Carried

Motion: Brendan: To table line number 3 on the budget - cellphones, to the next meeting.

Motion: Carried



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Motion: To approve the amended budget with the exception of line 3 of the administration tasks for cellphones.

Motion: Carried

Call to question

Vote in favour:15

Vote out of favour:4

Abstentions: Carter, Jose, Grace

10-1 Wave Presentation

10-2 Give speaking rights to the Presenters

Motion: Michael: To give speaking rights to Josh, Sarah, Taylor

Motion: Carried

Josh, Sarah and Taylor had a presentation on "SAVE THE WAVE".

Motion: Matthew: To extend the meeting for 30 minutes

Motion: Carried

Motion: Megan: To take away speaking rights from Presenters

Motion: Carried

Motion: Hammad: To give speaking rights to Nathan Hood about the survey for the wave rebranding and renovation

Motion: Carried

Motion:Kali: To take away Nathan Hood's speaking rights

Motion: Carried

Motion: Megan: NIFD should make a survey on the Wave renovations by December 3rd

Motion: Carried

Abstention: Hammad

Meeting was adjourned at 9.30pm