



UNIVERSITY OF PRINCE EDWARD ISLAND STUDENT UNION
MINUTES- SIXTH MEETING
STUDENT COUNCIL
NOVEMBER 17, 2013

The sixth meeting of the Student Council of the University of Prince Edward Island Student Union was held November 17, 2013. Minutes for the meeting were took by Matthew MacInnis, VP Finance. The meeting was called to order at 7:03pm by Emiley MacKinnon, Interim Chair of Council.

PRESENT: Kate Rundle Joel Hansen
 Michelle MacDougald Dana Kenny
 Laura Wisener Sara Reeves
 Bob Deziel Emily Colwell
 Paula Campbell
 Emily Roberts
 Melanie Caird
 Justin Lank
 Alix Barry
 Lucas MacArthur
 Matthew Rice
 Amanda Johnston
 Derrick Biso

ABSENT: Dunja Stajic Nathan Lawless
 Brady Sheehy Shirley Muhato
 Travis Gordon Emilie Sullivan
 Anastasia Smallwood
 Jessica Hawkings

ALSO PRESENT: Kelsey Marr
 Emiley MacKinnon
 Matthew MacInnis

1-1 CALL TO ORDER

The meeting was called to order at 7:03pm

2-1 APPROVAL OF THE AGENDA

The agenda was approved.

3-1 APPROVAL OF MINUTES

The minutes for the November 3rd meeting were approved.

4-1 FULL-TIME STAFF PRESENTATIONS

5-1 REPORTS

5-2 PRESIDENT

Hi Council,

My apologies once again for not having my report in on time. Last time I promise. This week myself and Travis will be in Ottawa to attend the Canadian Student Alliance's Annual Lobby Week. We'll be meeting with a variety of members of parliament and will be discussing CASA's priorities for the year. Follow along via Twitter for updates. The past two weeks have been busy, with much time spend working on the 2014 Strategic Plan which you will see tonight, and a fair amount of discussion regarding UPEI as a Smoke-Free campus.

2014 Strategic Plan

Myself and planning committee have been working on the plan since the middle of September and the document you see tonight is a part of this. We also held a survey for our students to give their feedback and all of the feasible suggestions from council retreat were also considered. The survey results from our students highlighted a need for an increased amount of communication not only from the organization as a whole but from representatives and executive alike. As a response to this I have begun holding office hours in a different lounge each week. Last week was the English Lounge, and although no students were interested in talking I did spend the time sharing some facts about the SU and our Draft strategic plan via Facebook & Twitter.

Smoke-Free Campus

The topic of a Smoke-Free campus has continued to be of interest to both students, the campus community and media. I did an interview with CBC regarding the petition and have been very careful to remain neutral on the topic until told otherwise by the students. We were handed another round of petitions by the Relay for Life committee and although I did not have a chance to tabulate numbers I believe it is around 50 additional signatures.

Meeting with President Abd-El-Aziz

The Executive met with President Abd-El-Aziz and Nicole Phillips, Director of IC this week and had a great discussion. We each gave an individual update and other topics of discussion included budget, promotion of the importance

of PSE, the operating grant and of course Engineering. I'm sure you are all aware of the Speech from the Throne mentioning the province's support of an Engineering Program for UPEI. Although I do not as of yet have many details as to processes moving forward I will keep you up to date as I know more. On November 28th the president will be giving a campus update in MacMillan Hall from 2-4pm, I encourage councillors to attend, ask questions and give comments. I have also asked Alaa to hold an open forum specifically for students at the beginning of next semester and will keep you up to date on dates and times, but it will be in The Wave.

Annual AGM & Budget Presentation

The Executive held our AGM and Budget Presentation in The Wave on November 4th. There were a few in attendance for the majority of the presentation but they left towards the end. Topics included highlights from May until present. Our external policies, goals for the year and some challenges we are facing (Communication). The next AGM will be in McMillan Hall and better advertised.

First Year Experience Task-Force

Myself and Travis have been invited to sit on an ad-hoc group of the university working on streamlining and further developing the first year experience of UPEI. Many components of what we do as an SU fall under this and I am very pleased to be a part of this group due to my past work with New Student Orientation. Currently the group is creating a model of what a successful first year student should have access to and what services are provided by this.

Trius Transit Inc.

The draft contract for the UPEISU and Trius Transit is finally in the hands of Mike Cassidy, owner of their company. Upon y return from Ottawa he and I will be meeting to discuss the contract and hopefully have it signed before Christmas. Prior to being signed the contract will be vetted by the legal counsel of UPEI.

5-3 VICE PRESIDENT ACADEMIC AND EXTERNAL

Good evening Council,

As I write this, I am about to take off to the MacLauchlan Awards to see who is being recognized for academic achievement in writing. Exciting!

The past two weeks have been rather busy, with work beginning on a committee dedicated to building a framework of skills for first-year students, and trying to develop a comprehensive first-year experience framework as well. This framework will aid in retention of students, and will hopefully improve both conversion and attrition rates at UPEI.

We continue to spread our policy priorities to stakeholders both on campus and off-campus. Anastasia and I met with Treena Smith and Kathy Keilly, to introduce them to our campus priorities, and meetings are arranged with both the Premier and Minister of Health & Wellness as Chair of Cabinet's Policy Board.

On Wednesday, the executive team handed out apple cider while gathering opinion on Academic Regulation 13A. Amendments to the regulation which are favourable to students are currently stalled in-committee, and the committee asked that another consultation of students be conducted. We hope to start making progress on the amendment and regulation soon.

CASA is taking most of my time - in fact, I'm coming at you live from Ottawa as I prep for this week's CASA conference: advocacy week. This week, Anastasia and I will be in meetings on the Hill all week trying to influence change for post-secondary students in Canada. I have attached a copy of the CASA advocacy doc to this post for you to peruse.

The Speech from the Throne was read on Tuesday, November 12th, and contained an announcement for a new School of Design Engineering. We expect that more information will be forthcoming in the coming weeks as government and the University sort things out. Stay tuned for that.

The textbook working group continues to function, and the group will be delivering an interim report in January. We are working on focusing our efforts on next year to see how we can affect greater change regarding textbook use on campus.

I also met with Susan MacKenzie this past Friday. The meeting was productive and it was great to catch up and re-connect. We had a discussion about the new School of Design Engineering, funding, and parental income exemptions.

Any questions, you know what to do.

Cheers!
TG

5-4 VICE PRESIDENT FINANCE Hey Council,

The last two weeks seem to have flown by. The Monday after our last council meeting I met with Jackie Podger, the VP Admin and Finance at UPEI, to set up monthly meetings for the rest of the academic year. We plan on discussing a lot in regards to the budgeting process of UPEI and the UPEISU as well as

other concerns that come up on a monthly basis. I also presented the budget and did a quick breakdown of fees at the AGM presentation on that Monday.

I also completed the October bank reconciliation last week. It was a longer process than any of the others I have completed as the Wave transactions were added on to this month's bank statements as well as October having three pay periods and therefore more cheques to account for. However, there didn't appear to be any problems with anything as I completed it. And on Wednesday Candace and I performed a cash reconciliation by counting the money currently being stored in the safe.

The last two weeks have also included a lot of meetings and time spent working on the One Year Strategic Plan, which Sara and I will be presenting later on behalf of the Planning Committee.

5-5 VICE PRESIDENT COMMUNICATIONS

November 15th, 2013

Ahoyhoy!

I hope that you are all getting through the last few weeks of the semester and remembering how much you love school!

The last two weeks have flown by. Monday and Tuesday after the last council meeting were pretty much devoted to school work besides the usual answering of emails and scheduling of social media. Wednesday November 6th, I started the morning by attending an Executive Committee meeting to be caught up by the other executive on what they were working on. I also handed out apple cider and talked to student that afternoon, and participated in the generally cleaning of our office space.

Thursday, I spent the morning scheduling social media for while I was away for COCA and putting together the newsletter that was sent out later that day. We sent out 3,876 newsletters, and had 1,063 opens, for a 27.4% open rate. This is up from the last newsletter we sent out, and is well above the industry average. "Opens" are when someone does just open the email but actually download all the content, FYI. Our "click" rate also jumped from 2.7% to 3.7%. The most popular "click" were the WUW video.

Thursday afternoon Matt, Josh and I left for COCA regionals and Nova Scotia Music Week in Sydney, Nova Scotia. We met with student and staff reps from MSVU, UNB-SJ, SMU, Acadia, and CBU. Though it was a small group, the meetings were extremely productive, focusing on the topics of Orientation Week, campus pubs, programming, block-booking, communication methods and general issue faced by student unions. Notes were taken during those meetings, and as soon as I get a copy of the minutes to supplement my own notes, I will have a report written up. All conference reports will be posted on the website moving forward.

Matt and I have discussed running a NSMW Recap via social media to introduce student to some of the bands that we heard and to hopefully gain feedback on the bands they would like to have at UPEI.

After returning to PEI late on Sunday, and sleeping most of Monday, I met with the UPEI United Way Committee last Tuesday (Nov 12th) to finalize plans for the event on Thursday. At this meeting a wrap-up event was also discussed. Plans for that are developing.

Wednesday morning execs met with Alaa. Particularly pertinent to my position was the point Alaa raised about needing continue to develop a relationship with upper year students, who will be our alumni in the future. Wednesday afternoon I attended the exec meeting regarding the one year plan.

Thursday, I co-chaired and co-hosted the 2013 UPEI United Way Campaign Kick-off. As this was the first year that the campaign had been extended beyond a mail out and payroll deductions, the committee is extremely happy with the turnout. They would like to establish the tug-a-war event as a annual thing.

I then spent some time doing typical email and social media stuff before I had a video conference meeting with a representative from OrgSync. OrgSync is a company that provides social media and communication integration for universities around the world. I have discussed this meeting at length with the other execs, and am scheduling a meeting with a rep and all the execs to look at this option further.

Thursday night ended with a VP ComCom meeting that lasted over an hour.

- Points from Council Retreat
- Communication Criteria
 - Twitter
 - Campus Notices
- Division of VPC and Promotions.
 - Twitter

Friday, consisted of catching up on my VPC journal, Exec Committee meeting, Wave Management meeting, Laura's Birthday, and writing this report ☺

5-6 VICE PRESIDENT ACTIVITIES

Good Evening Council,

Only have a few things for this report! Kelsey, Josh, and I were in Cape Breton for the east Coast COCA Regional meeting last weekend, and there is going to be a bit of work around getting out some of the ideas that have come out of that conference in the near future.

We've been discussing running a Last Class event at The Wave, just working out the details now, hopefully advertisement can begin early this week! Already started planning on a Welcome back show in January, as well as Winter Carnival which will take place from the 3rd details on both of those as they become available!

Not all the numbers are sorted out for Halloween Pub yet, but my report is almost done and will be presented at our next meeting.

That's about all I have for you tonight!

5-7 **ACCESSIBILITY REPRESENTATIVE**

In the past two weeks I have been in more contact with Cathy Rose. I have been informed of an update about the recent issue involving the washroom and a student in a wheelchair getting stuck for hours. The incident happened in a library washroom where the door had no automatic push button and she couldn't get out. It has apparently been fixed. Cathy wishes for a compilation of a map created for students so they know where the accessible washrooms are located on campus. Washrooms also need to be accessed in regards to their accessibility. If any concerns have been heard in regards to a washrooms accessibility, please contact me.

5-8 **SCIENCE REPRESENTATIVE**

Nothing to Report

5-9 **BUSINESS REPRESENTATIVE**

Nothing to Report

5-10 **ARTS REPRESENTATIVES**

Nothing to Report

5-11 **SENATE REPRESENTATIVE**

Nothing to Report

5-12 **NURSING REPRESENTATIVE**

Nothing to Report

5-13 **GRADUATE STUDENT REPRESENTATIVE**

Nothing to Report

5-14 **VET MED REPRESENTATIVE**

Nothing to Report

5-15 **FRIST YEAR REPRESENTATIVE**

Nothing to Report

5-16 HEALTH AND WELNESS REPRESENTATIVE

Nothing to Report

5-17 INTERNATIONAL STUDENT REPRESENTATIVE

Nothing to Report

5-18 PRESIDENT'S COMMITTEE

President Committee continued to work on their semester long agenda. After our brainstorming discussion on the ways to communicate to constituents at Council Retreat, there has been a document prepared and will be upload to the document section of this site, please review as there a few to-dos included in there, **including sending Kelsey (vpcommunications@upeisu.ca) a 50 word bio by December 1st.** President's Committee has also decided that we are planning an event for January, the focus will solely be on meeting and engaging with students and welcoming them back to campus. We've finished the Councillor job description which was reformatted by Policy Committee and will go to Council on December 1st for approval.

5-19 VP FINANCE COMMITTEE

Over the past few weeks have discussed and looked at a number of different items.

- Reviewed and discussed the credit card policy
- Looked over different types of possible student union clothing
- Discussed the emergency student relief fund

And we are currently reviewing funding requests from various groups on campus.

6-1 STRATEGIC PLAN PRESENTATION

Voted to remove UPEISU Awareness Flyer Campaign from Strategic Plan.

7-1 POLICY COMMITTEE REPORT

Voted to approve Social Media Policy MacArthur/Rice

Abstain: Colwell & Hansen

8-1 SHINERAMA PRESENTATION

Motion: MacArthur/Reeves; to move into camera.

Motion: Carried

Motion: Biso/Colwell; to move out of camera.

Motion: Carried

9-1 CLIQUEY-NESS PRESENTATION

10-1 NEW BUSINESS

Motion: Rice/Reeves; to ratify Mathematics and Statistics Society

Animal of the Month – Inca Tern

Motion: Carried

11-1 **ADJOURNMENT**

Motion: MacArthur/Deziel; to adjourn the meeting

Motion: Carried

Signatures

President's Signature

Chair of Council's Signature
