



UNIVERSITY OF PRINCE EDWARD ISLAND STUDENT UNION
MINUTES- MEETING
STUDENT COUNCIL
SUNDAY, NOVEMBER 20, 2016

The sixth meeting of the Student Council of the University of Prince Edward Island Student Union was held Sunday, November 20, 2016. Lauren McKearney took minutes for the meeting. Hossein Mivehchi, Chair of Council, called the meeting to order at 6:05 pm.

PRESENT:

Nathan Hood	Zak Jarvis
Kaylee Jabbour	Erin MacNeill
Hammad Ahmed	William McGuigan
Justin Clory	Megan Rix
Matthew Coleman	Julia Ross
Damilola Emmanuel	Kali Ross
Michael Ferugson	Robyn Soulsby
Charlee Fry	Daniel Wartman
Joel Hansen	Stephen Wilfeard

ABSENT:

John Rix	Nicole Mann
Babafela Babalola Awosile	Mudhafar Mudheher
Sarah Outram	Amy Rix
Connor Mayhew	

ALSO PRESENT: Hossein Mivehchi Clayton Smith
Lauren McKearney

1-1 CALL TO ORDER

The meeting was called to order at 6:05 pm.

2-1 APPROVAL OF THE AGENDA

Motion: Jabbour/Fry: to approve the agenda for Sunday, November 20, 2016.

Motion: Carried

3-1 APPROVAL OF THE MINUTES

Motion: Ferguson/Jabbour: to approve the meeting minutes for Sunday, October 30, 2016.

Motion: Carried

4-1 REPORTS

4-2 PRESIDENT

Hi Council,

The past few weeks have been busy but fun. Those weeks have included travel across the country, a ton of lobby meetings, a new collective agreement, and more. Below are some of the highlights since our last meetings:

I emceed the UPEI Recognition of Founders event on October 31st. This year, the Indigenous peoples of PEI were recognized for their contributions. This marks the first time that a group has been recognized as a founder of the University. It was encouraging to hear the guests speak about what UPEI could do to indigenize itself and it was also great to see the University express an openness to committing on those suggestions.

I attended a Cracker Barrel for the University 303 Class. This was an event where I explained some of the services we provide and opportunities for students to get involved.

John, Obi, and myself had a number of meetings on November 2nd. We first met with Sidney MacEwen, opposition MLA for Morell-Mermaid about our advocacy priorities. We then met with Minister of Workforce and Advanced Learning Richard Brown, and Minister of Economic Development and Tourism Heath McDonald, also regarding our policy priorities. I was told that we would be receiving an invitation to attend one of the sessions of the fall sitting of the legislature because one of our priorities will be addressed. I will update you with more details when I have them.

The Board of Governors met on November 9th to review the new collective agreement. The agreement was approved unanimously by the Board. One of the significant items in the new agreement, at least from a Student Union perspective, is the following:

“The parties have agreed to establish an ad hoc committee, chaired by the VP Academic and Research, and consisting of faculty members from each faculty and school and three Student Union representatives, to review existing practice and examine other procedures, with the aim to continue enhancing teaching and learning at UPEI.”

From what has been explained to me, this will attempt to remedy current issues with student evaluations and subsequent follow-up, among other

things. To be honest, I was quite surprised to see this included in the agreement because I thought it was an area where we would never see any movement. I think its inclusion in the agreement is a testament to the work that was done on the issue over the summer (a number of board members have noted that students were quite vocal about the issue) and the work that was done by our predecessors.

In other BoG news, I attended the Finance & Audit Committee meeting, where we received a year-to-date update for the university budget, a Project Beacon Update, and a presentation about the Athletics & Recreation internal audit.

I attended a Senate Steering Committee meeting, and I also had a meeting with the IRO regarding international student advisory committees.

Applications for the Mental Health Initiatives Fund were reviewed by our GM Melissa, Anne Bartlett of Student Affairs, and myself. A number of these applications were approved.

I met with Adrienne Montgomery, the Manager of Scholarships and Awards, about the Diamond Awards, which will be returning again this year.

I attend the Friends of UPEI fundraising dinner and auction in Calgary with Kaylee, President Abd-El-Aziz, Executive Director of Development and Alumni Engagement Myrtle Jenkins-Smith, and Minister of Workforce and Advanced Learning Richard Brown. Kaylee and I both spoke on behalf of students, which was actually quite fun. There were approximately 120 friends of UPEI in attendance. To date, the Friends of UPEI has fundraised around \$1M to support UPEI students from Calgary.

I attended CASA's Advocacy Week in Ottawa. I had meetings with Minister of Agriculture and Agri-Food Lawrence MacAulay, Charlottetown MP Sean Casey and Island MPs Wayne Easter and Bobby Morrissey, Senators Percy Downe and Libbe Hubley, Quebec MP Bernard Genereux, and I also had the chance to speak with a number of MPs at a reception on the hill, including House Leader and Minister of Small Business and Tourism Bardish Chagger. I thought our meetings were largely positive and productive, with many MPs and Senators praising CASA's policy and advocacy approach. In particular, I think the most well-received asks included eliminating the accrual of interest on Canada Student Loans, funding mental health assessments through the Canada Student Loans Program, and funding open educational resources.

As always, if you have any questions, please don't hesitate to get in touch.

Respectfully submitted,
Nathan

4-3 VP ACADEMIC AND EXTERNAL

Nothing to report.

4-4 VP STUDENT LIFE

Good Evening Council,

Since we have last met, I have mostly been focusing on programming, for this month and next semester. In addition the executive committee has met twice and I have also have met with the health and safety steering committee.

Events that have taken place since we last met include the basketball home opener - Wave Afterparty on November 4th, the US Elections Realists Party, and just this past Thursday Casino Night.

I have also been planning for the next few weeks; these plans include an event with our First Year Rep on Thursday November 24th, as well as a Movember Fundraiser - MO.V.O. Fest on the same day. Next week is also Health & Fitness Week at UPEI, which the Student Union has collaborated with Athletics on. The last week of school will be "The 5 Days of Cheer" which will include daily events and giveaways, such as Thriftmas and The Final Fest. The Next Clubs' Cup is also planned for November 29th. In the new year I am planning on pushing the Keep it Social campaign on campus, and in the Student Union Challenge.

Kaylee

4-5 VP FINANCE

Good Evening Councilors,

It has been a very busy time since our last meeting so I will preface by apologizing for the length of this report in comparison to my others.

The month started out with me working on some documents for a proposal on student center refresh and the direction that I believe it should take. This was presented to the executive committee who mutually felt positive about the proposal and this will be furthered discussed in NIFD. I, once again, had a lot of emails and calls related to funding requests. Request rates are up considerably from last year, which indicates that more students are aware that funding is available for them. A large majority of the requests are coming from particular groups on campus and the funding committee will be looking at ways in which to structure the funding budget to better meet the needs of those groups.

During the first week of the month, I also spent some time going around to classes to talk about the Student Union, who I am, and what some services that we offer are. I went to primarily business related courses, as I am the

most familiar with those professors. These sessions appeared to be helpful, as I have gotten several follow up emails.

I also started drafting potential budget amendments now that final enrollment numbers have been received. Budget Committee will be having its first meeting shortly and this year we will have an entirely new budget structure and will have an amended budget completed early in the new year. Draft audited financial statements from the prior year have been received and I am also spending a considerable amount of time reviewing those statements and determining if our budgeting process needs to be amended.

I met with several club executives throughout the weeks to talk about opening a bank account, budgeting for events, and how to be an effective treasurer. These meetings were great and I feel that the executives I met with have a much better idea of how to manage club finances now than before.

For Mickey's Place, I have been reviewing ways to reduce materials and supplies costs. One thing that came to my attention is that our sleeves are currently costing us 43 cents on the dollar. That is terrible for our gross margin so I have been searching out options and have managed to get our cost down to 17 cents per sleeve increasing our margin on a dollar 60 percent. This will save a good chunk of money in the future.

The last half of the month I spent a lot of time working on reports for The Wave and Mickey's Place as well as for the Halloween Pub. The reports for these events/businesses can be found attached to this post. If you ever have any questions about them please do not hesitate to contact me. For Mickey's Place, the biggest concern I have is the materials and supplies cost. I have managed to improve that considerably reducing the cost of sleeves by 60 percent, which will greatly improve our gross margin next year. The Wave's performance once again this year was quite disappointing. We are seeing a clear lack of interest from students in the atmosphere that it is providing and the overall concept of a pub on campus. We will be looking at ways to improve performance in the second half of the year and will be making substantial changes during the student center refresh. The Halloween Pub was a success. We did about as well as we expected and students appeared to have a good time.

Mickey's Place October 2016			
Revenue			\$ 6,801.30
Cost of Goods Sold:			
	Coffee	\$ 1,844.77	
	Materials an Supplies	\$ 2,215.84	
Total Cost of Goods Sold			\$ 4,060.61
Gross Margin			\$ 2,740.69
Operating Expenses:			
	Wages		\$ 2,540.11
	Printing		\$ 52.98
	Internet and Phone		\$ 211.00
	Interest and Bank Charges		\$ 148.74
	Equipment Depreciation		\$ 207.24
Total Operating Expenses			\$ 3,160.07
Net Income			<u>-\$ 419.38</u>
Note:	Currently sleeves cost 43 cents per unit. We have managed to get that down to 17 cents per unit which will greatly decrease the cost of materials.		

Mickey's Place October Year Over Year				
			2016	2015
Revenue			\$ 6,801.30	\$ 6,803.20
Cost of Goods Sold:				
	Coffee	\$ 1,844.77		\$ 1,845.29
	Materials an Supplies	\$ 2,215.84		\$ 2,216.46
Total Cost of Goods Sold			\$ 4,060.61	\$ 4,061.74
Gross Margin			\$ 2,740.69	\$ 2,741.46
Operating Expenses:				
	Wages		\$ 2,540.11	\$ 2,224.41
	Printing		\$ 52.98	\$ 180.57
	Internet and Phone		\$ 211.00	224.47
	Interest and Bank Charges		\$ 148.74	\$ 156.06
	Equipment Depreciation		\$ 207.24	0
Total Operating Expenses			\$ 3,160.07	\$ 2,785.51
Net Income			<u>-\$ 419.38</u>	<u>-\$ 44.05</u>

The Wave October 2016

Revenue:			
	Food Sales	\$ 10,885.46	
	Liquor Sales	\$ 12,443.68	
Total Revenue			\$ 23,329.14
Cost of Goods Sold:			
	Food Costs	\$ 5,727.29	
	Liquor Costs	\$ 5,980.57	
Total Cost of Goods Sold			\$ 11,707.86
Gross Margin			\$ 11,621.28
Operating Expenses:			
	Wages and Benefits	\$ 10,506.78	
	Materials and supplies	\$ 1,041.88	
	Internet & Communications	\$ 620.11	
	Miscellaneous Expense	\$ 301.75	
	Equipment	\$ 268.63	
	Entertainment	\$ 4,922.97	
	Repairs and Maintenance	\$ 765.81	
Total Operating Expenses			\$ 18,427.93
Net Income			-\$ 6,806.65

The Wave October Year Over Year

Revenue:		2016	2015
	Food Sales	\$ 10,885.46	\$ 11,816.81
	Liquor Sales	\$ 12,443.68	\$ 20,824.54
Total Revenue		\$ 23,329.14	\$ 32,641.35
Cost of Goods Sold:			
	Food Costs	\$ 5,727.29	\$ 9,276.62
	Liquor Costs	\$ 5,980.57	\$ 10,457.10
Total Cost of Goods Sold		\$ 11,707.86	\$ 19,733.72
Gross Margin		\$ 11,621.28	\$ 12,907.63
Operating Expenses:			
	Wages and Benefits	\$ 10,506.78	\$ 18,283.10
	Materials and supplies	\$ 1,041.88	\$ 2,742.32
	Internet & Communications	\$ 620.11	\$ 727.46
	Miscellaneous Expense	\$ 301.75	\$ 2,759.29
	Equipment	\$ 268.63	\$ 185.07
	Entertainment	\$ 4,922.97	\$ 3,173.21
	Repairs and Maintenance	\$ 765.81	\$ 761.81
Total Operating Expenses		\$ 18,427.93	\$ 28,632.26
Net Income		-\$ 6,806.65	-\$ 15,724.63

Halloween Pub 2016			
Revenue			
	Ticket Sales	\$ 12,837.39	
	Bar Sales	\$ 3,827.34	
Total Revenue			\$ 16,664.73
Expenses Kaylee			
	Tickets	\$ 230.09	
	Ryder	\$ 295.56	
	Hotel	\$ 290.46	
	Band	\$ 1,745.00	
	Opener	\$ 300.00	
	Production	\$ 900.00	
	Decorations	\$ 103.50	
	Security (UPEI)	\$ 1,760.00	
	Posters	\$ 34.83	
	Security (Wave Extra)	\$ 1,641.21	
Total Expenses (Kaylee)			\$ 7,300.65
Wave Expenses			
	Liquor Cost	\$ 1,018.16	
	Miscellaneous	\$ 250.00	
	Bartenders/servers	\$ 550.00	
	Wave Security (Routine)	\$ 765.17	
Total Wave Expenses			\$ 2,583.33
Total Expenses			\$ 9,883.98
Net Income			\$ 6,780.75

Thank you for your time,
Clayton

4-6 SENATE

Hello Council,

Senate met last Friday on November the 18th. Senate began with the welcoming of our new student representative Ms. MacNeill. Senate then approved president Hood and Senator Gottschall- Pass to the senate questions committee. After that Senate moved on with the announcement that the fundraising dinner that VP Jabbour and President Hood went to in Calgary with the University president helped raise 2 million dollars for UPEI. Senate also announced building 168 will turn into a permanent home for Alumni Engagement and Senate meetings. For those of you who do not know this is the building right next to A&W and the old flower shop. Next Senate mentioned that renovations in Memorial, Steele and Dalton have begun. Also Senate announced Richard Wills will be replacing Ann Braithewait on senate while she is away on sabbatical. Senate finished with the approval of new AVC and BED courses. Senate will not meet until next semester

-Zak

4-7 BOARD OF GOVERNORS

Hi Councilors,

The UPEI Board of Governors held a special unscheduled meeting on Wednesday November 9th, to discuss and vote on the tentative labour and pension agreements for the universities unions. The board unanimously voted on the motions following being presented to on the tentative agreements and the meeting was then adjourned. This is an item which will be discussed later on in this meeting, but I would like to now say that students concerns with the SOTS were addressed and will be addressed into the future with a committee being formed at the University level to work towards a solution that is best suited for faculty and students alike.

I also attended the Board of Governors Property and Asset Committee on Thursday November 10th, we had a tour of 618 university Avenue, the Sports Centre, lounge in CASS, and the library circulation desk renovations and updates.

The next BOG meeting is this Thursday evening.

If you have any questions or concerns contact me at board@upeisu.ca

Cheers.

5-1 SWEARING-IN OF COUNCILLORS

The UPEISU Math and Science Representative was not present to be sworn in as a UPEISU Councillor.

6-1 DECLARATION OF CONFLICTS

The UPEISU Math and Science Representative was not present to declare their conflicts.

7-1 COMMITTEE APPOINTMENTS

The UPEISU Math and Science Representative was not present to be appointed to a UPEISU Committee.

8-1 UPEISU MARKETING

Councillor Ahmed brought up his concern over the lack of marketing and promotion that the UPEISU has had this year. Councillor Ahmed is concerned that the marketing has not been at the level it has been in past years. Councillor Ahmed's main concern was that the promotions for UPEISU events are not going out in a timely manner.

Councillor Jarvis indicated that this lack of marketing on behalf of the UPEISU may be due to Street Team not being as active yet.

Motion: Jarvis/M.Rix: for NIFD to review the position of Wave Promotions and also look at the possibly creating a Social Media Coordinator position.

Motion: Rescinded

Motion: Hood/Jarvis: to transition the Wave Promotions Coordinator into an Associate Director of Communications beginning in the 2017/18 academic year.

Motion: Carried

President Hood has extended a thank you to the Director of Communications for her hard work, as council recognizes she is incredibly busy!

9-1 LABOUR NEGOTIATIONS UPDATE

The UPEI Board of Governors and the UPEI Faculty Association have agreed to a new collective agreement.

President Hood highlighted some important parts of the agreement:

The Pension Plan has been updated.

Faculty members will now enjoy a two-percent salary increase each year.

Retired faculty members now have to pay forty-five-percent of their medical insurance.

A new ad-hoc committee will be established to review existing practice and examine other procedures with the aim to continue enhancing teaching and learning at UPEI. This committee, chaired by the UPEI Vice-President Academic and Research, will feature a faculty representative from each faculty and school, as well as three Student Union representatives.

10-1 CLUBS AND SOCIETY RATIFICATIONS

Motion: Jabbour/ Wartman: to ratify the following clubs and societies:
UPEI Accounting Society

Motion: Carried

Abstain: M.Rix

11-1 NEW BUSINESS

Motion: Hood/Hansen: to move into camera.

Motion: Carried

Motion: Hood/Wartman: to move out of camera.

Motion: Carried

Great work Science Representatives with reaching out to your constituents!

Motion: Wartman/Ross: for Policy Committee to review the possibility for all UPEISU and UPEISU sub-organization activities to use paper plates over plastic plates.

Motion: Carried

Happy Birthday Joe Biden!

Chair of Council, Hossein Mivehchi, gave a presentation to Council regarding Profession Development. The Chair would like to see the UPEISU introduce Profession Development Training into the organization.

12-1 **ADJOURNMENT**

Motion: Jabbour/Wartman: to adjourn the meeting.

Motion: Carried
Opposed: Wilfeard
Jarvis
Fry

The meeting was adjourned at 7:38 pm.

Signatures

President

Chair of Council