



UNIVERSITY OF PRINCE EDWARD ISLAND STUDENT UNION

MINUTES- MEETING

STUDENT COUNCIL

SATURDAY, OCTOBER 15, 2016

The fourth meeting of the Student Council of the University of Prince Edward Island Student Union was held Saturday, October 15, 2016. Lauren McKearney took minutes for the meeting. Hossein Mivehchi, Chair of Council, called the meeting to order at 6:25pm.

PRESENT:

Nathan Hood
John Rix
Kaylee Jabbour
Hammad Ahmed
Matthew Coleman
Damilola Emmanuel
Charlee Fry
Zak Jarivs

Nicole Mann
Sarah Outram
Kali Ross
Megan Rix
Amy Rix
Robyn Soulsby
Daniel Wartman
Stephen Wilfeard

ABSENT:

Babafela Babalola Awosile
Michael Ferguson
Joel Hansen

Mudhafar Mudheher
Julia Ross

ALSO PRESENT:

Hossein Mivehchi
Lauren McKearney

Clayton Smith
Connor Mayhew

1-1 **CALL TO ORDER**

The meeting was called to order at 6:25pm.

2-1 **APPROVAL OF THE AGENDA**

Motion: Wilfeard/Jarvis: to approve the agenda for Saturday, October 15, 2016.

Motion: Carried

Motion: Jabbour/J.Rix: to add point ten: society ratifications to the agenda.

Motion: Carried

3-1 **APPROVAL OF THE MINUTES**

Motion: Wilfeard/M.Rix: to approve the meeting minutes for Sunday, September 25, 2016.

Motion: Carried

Motion: Jarvis/Wilfeard: to approve the meeting minutes for Tuesday, October 11, 2016.

Motion: Carried

4-1 REPORTS

4-2 PRESIDENT

Council,

I hope you have been enjoying Council Retreat so far. I have been spending quite some time over the past two weeks, both individually and with NIFD, on making Council Retreat possible. This is one of the only times in the year that we are together for an extended period of time. I hope you've found the sessions and discussions have been productive for you. I would love to hear your feedback on the day, and I will try to put out a follow-up retreat survey in the near future so I can collect it and pass it along to the next president.

The Mental Health Initiatives Fund and the Inspiring Innovation Funds launched calls for applications on September 26th. The deadlines are currently set for October 25th. If you or someone you know have any initiatives you would like to see funded, this is the perfect way to have that happen.

The Student Centre Refresh is on track, with the wish list having been submitted to Facilities Management for quotes.

I was invited to speak at a Strategic Investment Fund announcement on September 30th regarding improvements to Dalton Hall and the creation of a new student success centre and e-hub. SIF is an initiative by the Government of Canada whereby it will commit \$2B over three years to accelerate infrastructure projects on university campus. With respect to the funding announcement of the 30th, the federal government will be providing \$2.875M, which will be matched by the provincial government. The University will also be contributing \$409,900, for a total of over \$6M. Federal minister of Agriculture and Agri-food Lawrence MacAulay, PEI Premier Wade MacLauchlan, Charlottetown MP Sean Casey, PEI Minister of Advanced Learning and Higher Education Richard Brown, and a number of other PEI MLAs were in attendance.

I was helping out with the Fall Election. Although I was a bit disappointed with the turnout, I think we've identified some areas for growth in the future. Congratulations to everyone who participated! Also, a big thank you to

everyone who volunteered! It makes the election process a lot easier for the CRO and myself.

I had a CASA Graduate Council meeting. We are currently preparing and finalizing some amendments to policy in time for CASA's Advocacy Week, where we will be meeting with a number of MPs, including Minister MacAulay.

John Rix, Esomchukwu Obinna, and myself presented to the PEI Standing Committee on Education and Economic Development. We pitched our three policy priorities for the year (OERs, experiential learning opportunities, and needs-based grants). I'd like to recognize John's efforts in making this presentation possible. We also followed our presentation by attending the release of the Charlottetown Youth Retention Advisory Committee's report on youth retention.

I had an Inspire! Campaign brainstorming meeting with the Development and Alumni Engagement staff and the rest of the Inspire! Campaign cabinet. Some of the staff have requested to present to Council about having students involved in the campaign, and I am currently working on finalizing the details.

I attended the Board of Governors meeting on October 6th. The largest item of note was the passing of a Access to Information and Protection of Privacy Policy. This will allow people to file requests from the University. Also, we had a Student Union report provided to the Board for the first time. The purpose of the report is to provide the Board with a better understanding of what students are

I was on a call with John and Brad Colwill from the Department of Workforce and Advanced Learning about multiyear funding. They are currently conducting some final consultations on the topic with implementation expected for the next budget, and we are glad to be a part of those consultations.

Finally, the executive team and I met with Paul Tucker from the Campus Trust to review a utilization report for our health and dental plans.

As always, if you have any questions, please don't hesitate to ask.

Respectfully submitted,
Nathan

4-3 VP ACADEMIC AND EXTERNAL

Highlights

1) Lobby Document

-Developed and sent to Graphic Design

2) Committees

-Advocacy Team - met to discuss panel discussion, decided on theme of safe spaces.

-VPA Search Committee - met to discuss the hiring process

3) Meetings

-VP Academic and Research - protest clarity, timely feedback

-Student Issues

-Standing Committee on Education and Economic Development

-Youth Retention Committee

4) CASA

-Had a Board meeting

-Dealt with some resignations

-Preparing for Annual Advocacy Week

-Hiring new Policy Analyst

5) Policy Update

- White Paper is being worked on

- Provincial Government Submission on MYF Agreement with PSE

- Major report on timely feedback

4-4 VP STUDENT LIFE

Hello council,

Very excited to be spending this weekend with all of you for council retreat!

Here is a general overview of the past few weeks since we last met.

- Stress Less Week Planning - meetings with people all over campus and within the SU, as well as planning the events/sessions and organizing the calendar
- Live and on Tap with Craig Cardiff
- Clubs' Cup #1 - Scavenger Hunt with participants representing 5 different campus groups
- Advocacy Team meeting
- Senate Committee on Scholarships and Awards (SCSA) Meeting
- "What's In Your Drink" info session (collaboration with IRO and SA)
- Facilitated the Imaginus Poster Sale
- Clubs Committee Meeting #1
- Future Executive Development is underway, Club Coordinator (Megan) has this well prepared and the first session was held this past week.

- Meeting with Paul from the Campus Trust to go over our utilization report
- Planning for events to come: Live and On Tap with Pat Maloney & Tian Wigmore, Halloween Pub, November Calendar planning

Cheers,
Kaylee

4-5 VP FINANCE

Since the last council meeting I have spent a lot of time working on the business reports for the Wave and Mickey's Place. In the past reporting has been very inaccurate and inconsistent and that stops this year. The financial information will be reported in an income statement format following a much closer format to that of actual financial statements. If anyone ever has any questions about these reports feel free to contact me.

Since the last council meeting we had our first yearbook sale and it went over well. The Cadre Board of Governors also met for the first time in a long time this week. This was a very good meeting in which we discussed The Cadre's current material and so me strategy moving forward. We also started the conversation around Cadre autonomy, which will be explored further throughout the year.

Funding applications and updating the Time Tracker to calculate hours worked automatically. I look for hard to having the funding committee formed to start reviewing applications on a regular basis.

I also spent a significant amount of time working on documents for council retreat. These documents include the budget, the business insider, and business reports.

The rest of my time was spent doing work for my different committees since they will soon be filled.

This is a shorter post for me so if you want more detail please let me know.

Kind Regards,
Clayton

4-6 SENATE

Senate met on Friday, October 14, 2016.

Special meeting:

Discussion with Search Committee for VP Academic and Research

Senate regular meeting:

UPEI's enrolment rate went up the most, among every university in Atlantic Canada

Talked about future use of Dalton as an e-hub for students

Alumni and development is moving to building on the edge of campus

Kinesiology will be moving into Steele

Renovations of memorial building

- Starting in the summer

We know officially have a school of graduate studies

4-7 BOARD OF GOVERNORS

The Board of Governors met on Thursday, October 6, 2016. here largest item of note was the passing of a Access to Information and Protection of Privacy Policy. This will allow people to file requests from the University. Also, we had a Student Union report provided to the Board for the first time. The purpose of the report is to provide the Board with a better understanding of what students are doing on campus, and I think it will be advantageous for both parties.

The financial statements and pension plan statements were presented to the University. The university appears to be in good financial shape. The University passed a policy-writing policy that governs the requirements of policy and the duties of those tasked with ensuring compliance with the policies.

Finally, Alaa is now the Association of Atlantic Universities chair. It was also reported shortly after his appointment that UPEI had the highest increase in enrolment of all the Atlantic universities.

5-1 SWEARING-IN OF CONCILLORS

Daniel Wartman (Engineering Representative), Hammad Ahmed (International Representative), and Damilola Emmanuel (Residence Representative), were sworn in as UPEISU Councillors.

6-1 DECLARATION OF CONFLICTS

Each of the new UPEISU Councillors notified the UPEISU Council of any possible conflicts, including work or societies, which could lead to biased opinions when debating and deciding on issues relating to those areas.

President, Nathan Hood: Representative on the UPEI Board of Governors and Member of the Alumni Association Board.

Vice President Academic and External, John Rix: Chair of the Canadian Alliance of Student Associations (CASA), Treasurer of the UPEI Political Science Society, Organizer for the Young Voters of PEI, Member of a model United Nations, and brother of councillors Amy Rix and Megan Rix.

Vice President Student Life, Kaylee Jabbour: Nothing to declare.

Vice President Finance, Clayton Smith: Student marker for Accounting 101.

Accessibility Representative, Charlee Fry: New Student Orientation Leader and Vice President of the UPEI Cheerleading Team.

Residence Representative, Damilola Emmanuel: Member of the UPEI Business Society and works in the International Relations Office.

International Representative, Hammad Ahmed: The UPEI Buddy Program Coordinator, works in the International Relations Office, and is a member of the International Relations Office Social Advisory Group.

DVM Representative, Nicole Mann: Hills senior representative, Exotics representative for the EXLAWI club, Secretary of pathology club, Treasurer of small ruminant club, 2018 curriculum committee representative.

Senate Representative, Stephen Wilfeard: Works at Mickey's Place, works for UPEI Athletics and Recreation, Student Mentor for Student Affairs, New Student Orientation Leader, Vice President of the UPEI Soc/Anth Society, member of Jack.org, and member of the UPEI Lacrosse Team.

Senate Representative, Zak Jarvis: Treasure of the UPEI Soc/Anth Society, New Student Orientation Leader, work for UPEI Athletics and Recreation, and boyfriend of councillor Megan Rix.

Engineering Representative, Daniel Wartman: Lead Campus Life Advisor, member of the UPEI Engineering Society, member of the UPEI Physics Society, UPEI tutor, mentor for the UPEI Transition Program, son of a UPEI Psychology Professor, lab technician for the Nursing Communications Lab, Student Ambassador for the First Year Department, President of FortKnights Improv Society, member of Engineers Without Borders, and acting representative for the ACT Board at UPEI.

Nursing Representative, Robyn Soulsby: works for the Yearbook, member of the Nursing Society.

Science Representative, Sarah Outram: member of the UPEI Biology Society, member of the English Society, member of the UPEI Chapter of Ducks Unlimited, New Student Orientation Leader, involved in Students Learning ASL.

Science Representative, Matthew Coleman: member of the UPEI Lets Talk Science, works for the UPEI Bookstore, Secretary for Jack.org, and member of the UPEI Biology Society.

Arts Representative, Megan Rix: New Student Orientation Leader, UPEISU Clubs Coordinator, member of the UPEI Soc/Anth Society, sister of councillors Amy Rix and John Rix, and girlfriend of councillor Jarvis.

Health and Wellness Representative, Amy Rix: President of Jack.org, New Student Orientation Leader, and sister of councillors Megan Rix and John Rix.

First Year Representative, Kali Ross: member of Jack.org and member of the UPEI Biology Society.

Chair, Hossein Mivehchi: Nothing to declare.

Deputy Chair, Lauren McKearney: UPEISU Office Assistant.

Ombudsperson, Connor Mayhew: New Student Orientation Leader.

7-1 BUSINESS UPDATES (MICKEYS PLACE & WAVE)

Mickey's Place:

Income Statement			
Mickey's Place			
Period Ended September 30, 2016			
Revenue			\$ 5,150.22
Cost of Goods Sold:			
	Coffee	\$ 1,475.82	
	Materials an Supplies	\$ 1,544.16	
Total Cost of Goods Sold			\$ 3,019.98
Gross Margin			\$ 2,130.24
Operating Expenses:			
	Wages	\$ 1,955.00	
	Internet and Phone	\$ 388.30	
	Interest and Bank Charges	\$ 117.79	
	Equipment Depreciation	\$ 207.24	
Total Operating Expenses			\$ 2,668.34
Net Income			<u><u>-\$ 538.10</u></u>

Mickey's Place September 2016/15					
				<u>2016</u>	<u>2015</u>
Revenue				\$ 5,150.22	\$ 4,496.99
Cost of Goods Sold:					
	Coffee	\$	1,475.82		\$ 817.76
	Materials an Supplies	\$	1,544.16		\$ 1,372.81
Total Cost of Goods Sold				\$ 3,019.98	\$ 2,190.57
Gross Margin				\$ 2,130.24	\$ 2,306.42
Operating Expenses:					
	Wages	\$	1,955.00	\$	1,117.40
	Internet and Phone	\$	388.30	\$	522.24
	Interest and Bank Charges	\$	117.79	\$	106.06
	Equipment Depreciation	\$	207.24	\$	-
Total Operating Expenses				\$ 2,668.34	\$ 1,745.70
Net Income				<u>-\$ 538.10</u>	<u>\$ 560.72</u>

The Wave:

Income Statement					
The Wave					
Period Ended September 30, 2016					
Revenue:					
	Food Sales	\$	7,898.46		
	Liquor Sales	\$	13,517.98		
Total Revenue				\$	21,416.44
Cost of Goods Sold:					
	Food Costs	\$	6,508.11		
	Liquor Costs	\$	6,794.45		
Total Cost of Goods Sold				\$	13,302.56
Gross Margin				\$	8,113.88
Operating Expenses:					
	Wages and Benefits	\$	10,569.93		
	Materials and supplies	\$	1,069.15		
	Internet & Communications	\$	1,903.33		
	Miscellaneous Expense	\$	825.44		
	Equipment	\$	268.63		
	Entertainment	\$	938.90		
	Repairs and Maintenance	\$	473.00		
Total Operating Expenses				\$	16,048.37
Net Income				<u>-\$ 7,934.49</u>	

The Wave September 2016/15					
Revenue:		2016		2015	
	Food Sales	\$ 7,898.46		\$ 10,911.98	
	Liquor Sales	\$ 13,517.98		\$ 13,587.77	
Total Revenue			\$ 21,416.44		\$ 24,499.75
Cost of Goods Sold:					
	Food Costs	\$ 6,508.11		\$ 7,761.93	
	Liquor Costs	\$ 6,794.45		\$ 4,397.82	
Total Cost of Goods Sold			\$ 13,302.56		\$ 12,159.75
Gross Margin			\$ 8,113.88		\$ 12,340.00
Operating Expenses:					
	Wages and Benefits		\$ 10,569.93		\$ 12,186.00
	Materials and supplies		\$ 1,069.15		\$ 1,311.75
	Internet & Communications		\$ 1,903.33		\$ 2,001.12
	Miscellaneous Expense		\$ 825.44		\$ 1,531.39
	Equipment		\$ 268.63		\$ 185.07
	Entertainment		\$ 938.90		\$ 995.96
	Repairs and Maintenance		\$ 473.00		\$ 883.00
Total Operating Expenses			\$ 16,048.37		\$ 19,094.29
Net Income			-\$ 7,934.49		-\$ 6,754.29

8-1 COMMITTEE APPOINTMENTS

Current UPEISU Council members were allowed to make selections for which Student Union Committees they would like to sit for their term of council. Every councillor must select at least one committee to sit on, but can chose to sit on more if they wish.

Committees Include:

- New Initiative & Future Directions Committee
- External & Academic Affairs Committee
- Funding Committee
- Advocacy Committee
- UPEISU Policy Committee
- Wave Management Committee

Councillor M. Rix was elected to the New Initiative & Future Directions Committee.

Councillor Wartman was elected to the New Initiative & Future Directions Committee.

Councillor Coleman was elected to the New Initiative & Future Directions Committee.

Councillor Jarvis and Councillor Outram will sit on the New Initiative & Future Directions Committee as non-voting members.

Councillor Outram was acclaimed to the Academic & External Affairs Committee.

Councillor Fry was acclaimed to the Funding Committee.

Councillor Emmanuel was acclaimed to the Funding Committee.

Councillor Soulsby was acclaimed to Policy Committee.

Councillor A. Rix was acclaimed to Steering Committee.

Councillor K. Ross was acclaimed to Steering Committee.

9-1 AGM AGENDA

AGM Agenda - October 26th, 2016

1. Call to Order
2. Approval of Agenda
3. Annual Report
4. Executive Mandates Presentation
5. Financial Report
6. New Business
7. Adjournment

Motion: Hood/Outram: to approve the agenda for the 2016 UPEUSU Annual General Meeting as presented.

Motion: Carried

10-1 SOCIETY RATIFICATION

Motion: Jabbour/Wilfeard: to ratify the following clubs and societies:

Sociology/Anthropology Society
UPEI Water Polo
Aboriginal Student Association
UPEI Business Society
FortKnights Improv Society

Motion: Carried

Abstain: M. Rix

11-1 NEW BUSINESS

Happy Birthday Emeril Lagasse!

Fun Fact: When councillors hit the table it is meant to represent agreement towards another councillor's point! Thanks to Councillor Jarvis for explaining this to our new councillors.

Thank you to the new councillors for their great work at their first council meeting!

Thanks for tweeting the council meeting updates Councillor Fry!

Get Real UPEI has asked the UPEISU Councillors if they would be willing to participate in a "Humans of New York" style campaign.

The UPEISU Annual General Meeting is October 26th, 2016! Make sure you are in attendance.

New Councillors, remember to ask President Hood for access to you councillor email!

Student Affairs is looking for someone to sit on Code of Conduct Committee! Councillor Wartman has volunteered for the position.

Make sure you are posting your councillor reports to the council google site!

12-1 ADJOURNMENT

Motion: Hood/Wilfeard: to adjourn the meeting.

Motion: Carried
Opposed: Wilfeard
Jarvis
J. Rix

The meeting was adjourned at 8:12 pm.

Signatures

President

Chair of Council