



Wilfrid Laurier University Students' Union Meeting of the Board of Directors

Location: Students' Union Boardroom, Waterloo
Date: June 24th, 2018, 6:00 PM

The Strategic Ends of the Students' Union

The Organization exists to represent, advocate for, and support the primary stakeholders, the students of Wilfrid Laurier University, and to provide them with a holistic university experience and an enhanced student life. The costs of these benefits will be justified by the results.

In no specific order of priority, students will benefit from:

- An affordable, accessible, and high quality academic experience
- A safe, sustainable, and empowering environment
- Diverse and inclusive social interaction
- Products and services that cater to the financial needs of students

Land Acknowledgement:

We acknowledge the traditional territory of the Neutral, Anishnawbe, and Haudenosaunee People.

| Start | Duration | Agenda Item | Type | Presenter |
|--------------|-----------------|---|------|-------------------|
| 6:00 PM | 6:01 PM | Call to Order & Land Acknowledgement | adm | Chair Kovacs |
| 6:01 PM | 6:01 PM | Adoption of Agenda | D | Chair Kovacs |
| 6:02 PM | 6:03 PM | Adoption of Consent Agenda | D | Chair Kovacs |
| | | Monitoring Report BMD#2b4 | | |
| | | EL#2d DI Committee Final Report | | |
| | | EL#2m DI Committee Final Report | | |
| | | Adoption of Minutes: May 12, 2018 | | |
| 6:03 PM | 6:04 PM | Regrets | adm | Chair Kovacs |
| 6:04 PM | 6:05 PM | Conflicts of Interest | adm | Chair Kovacs |
| 6:05 PM | 6:07 PM | Comments from the Chair of the Board & CGO | fi | Chair Kovacs |
| 6:07 PM | 6:10 PM | Comments from the President & CEO | fi | President Plummer |
| 6:10 PM | 6:12 PM | Comments from the Executive Director & COO | fi | ED Champagne |
| 6:12 PM | 6:15 PM | Items Pulled from Consent Agenda | if/D | Chair Kovacs |
| 6:15 PM | 6:30 PM | Ad Hoc Committee Election "Get Out and Vote" Discussion | D | Chair Kovacs |
| 6:30 PM | 6:50 PM | President's Salary | fd | Chair Kovacs |
| 6:50 PM | 7:10 PM | Vice Chair Honorarium | fd/D | Chair Kovacs |
| 7:10 PM | 7:25 PM | Debt Situation of the WLUSU | fd | AVP of FA Naeem |
| 7:25 PM | 7:55 PM | <u>Committee Elections:</u> | D | Chair Kovacs |
| | | Direct Inspection Committee: BMD #1 | | |
| | | Direct Inspection Committee: BMD #2d1 | | |
| | | Ad Hoc Committee Election "Get Out and Vote" | | |
| 7:55 PM | 7:57 PM | New Business & Announcements | fd | Chair Kovacs |
| 7:57 PM | 8:17 PM | In Camera Session | D | Chair Kovacs |
| 8:17 PM | 8:17 PM | Adjournment | D | Chair Kovacs |
| Total | 2hr17min | | | |

REMINDER:

- 1) The next Board Meeting is July 29th at **6:00pm** on the Waterloo Campus
- 2) I will reach out to DIC and Ad Hoc Committee Election "Get Out and Vote" Members in the near
- 3) I will be reaching out to all of you about starting our one - on - ones and your schedules for the school year

LEGEND:

- fi, For Information
- fd, For Discussion
- D, Decision required
- adm, Administrative task
- if, If Required

Board-Management Delegation #2b “Accountability of the President”

This interpretations-based monitoring report for Board-Management Delegation Policy #2b “Accountability of the President” is presented in accordance with the monitoring schedule to provide the Board of Directors with an understanding of governance direction for the academic year. On behalf of the Board, I certify that the information is developed without prejudice or bias, and **represents compliance with a reasonable interpretation of all aspects of the policy unless specifically stated otherwise.**

Signed,



Adam Kovacs
Chair of the Board and Chief Governance Officer
Wilfrid Laurier University Students' Union

June 24th, 2018

(Board Policy is indicated in bold typeface throughout.)

POLICY STATEMENT BMD#2b1: The Board will: Hold the President fully accountable for all organizational operations.

CGO INTERPRETATION

I interpret “hold the President fully accountable” to mean that the Board of Directors will assess the performance of the Students' Union through the President. The Board of Directors is mandated to hold the President solely accountable for the organization. I interpret “organizational operations” to be the day-to-day functions and execution of duties within the Students' Union.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

- 1) The Board takes appropriate actions when responding to Presidential performance regarding Students' Union operations.

POLICY STATEMENT BMD#2b2a: The Board will: View Presidential Performance as identical to organizational performance, so that: organizational accomplishment of a reasonable interpretation of Board-stated Ends.

CGO INTERPRETATION

I interpret "Presidential performance" as the execution of the job-specific duties that the President holds. I interpret "identical" to mean that two items are viewed as the same. I interpret "organizational performance" to mean the functioning and operations of the Students' Union as a whole. I interpret "organizational accomplishment" to be the outcome that arise from the work and operations of the Students' Union and its staff. I define "reasonable interpretation" to mean a fair judgement that can be arrived at by one person but can be confirmed by the collective decision by a group regarding a specific policy. I interpret "Board-stated Ends" to be the policies that the Board has set out in the Ends to dictate what the Students' Union needs to aspire to achieve through its functions.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

- 1) The Board draws no formal distinction between the performance of the President and the performance of the organization.
- 2) All actions of the Students' Union are done in accordance to the Ends Policies.

POLICY STATEMENT BMD#2b2b: Avoidance of Board-proscribed means will be viewed as successful President performance.

CGO INTERPRETATION

I define "avoidance of Board-proscribed means" to be compliance with the Executive Limitation (EL) policies. I interpret "successful Presidential performance" to mean that the Students' Union is following stated policies.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

- 1) All Executive Limitation (EL) policies are in compliance.

POLICY STATEMENT BMD#2b3: The Board will: Never give instructions to persons who report directly or indirectly to the President.

CGO INTERPRETATION

I interpret "give instructions" to mean assigning a task or modifying the behavior of a specific person. I interpret "report directly or indirectly" to mean that a person is held accountable for their actions through their superior.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

- 1) The Board of Directors gives instructions to no other person than the President, an Officer of the Organization such as the COO, or governance staff, including but not limited to the CRO, HDRO and Board Secretary.

POLICY STATEMENT BMD#2b4: The Board will: Not evaluate, either formally or informally, any staff other than the President.

CGO INTERPRETATION

I interpret “evaluate formally or informally” to mean the assessment of the performance of a Students’ Union employee. I interpret “staff” to be any person who is paid or unpaid within the organization and is expected to perform a function or task.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

- 1) The Board evaluates no other employee than the President.

Directors,

The **EL #2d Direct Inspection Committee** was struck on May 12th, 2018. The mandate of the committee was to review and ensure that **EL #2d**:

1. Is up-to-date and in line with the current organizational environment;
2. Is soundly worded to avoid wrongful interpretation;
3. Captures scope of the organization (“Ends”).

The membership of the committee consists of Chair Kovacs, Director Spourdalakis, and Director Donnelly. The committee has met on one occasion since its establishment, that meeting being on June 18th, 2018.

After review, it is the recommendation of this committee that the board consider amending **EL #2d (4)** since it fails to meet the second criterion that is outlined above. The wording “untimely manner” is largely ambiguous could be left completely up to the interpretation of the president in any given year. Therefore, we recommend that the board further define the appropriate period of time in which is “untimely” with respect to settling payroll and debts.

The committee has no further recommendations to report in regards to **EL #2d**.

Kindest Regards,



Brody Spourdalakis
Chair of the EL #2d Direct Inspection Committee

Directors,

The EL #2m Direct Inspection Committee was struck May 12th, 2018 with the mandate to review and assess the efficacy of the Governance Process, and ensures that:

- The evidence presented was appropriate and up-to-date;
- The wording of the policy is sound;
- That the scope of the organization is captured in the policy.

The membership of the Committee consists of Chair Kovacs, Director Elliott, and Director Shah. The committee has met on one occasion since its establishment, that meeting being on May 31st, 2018.

The committee had discussions on the following items prior to making their final decision:

- How recent the policy was looked at and revised;
- The provided evidence within the most recent monitoring report;
- If the wording of the policy was still relevant to the Organization;
- The vagueness of the wording of the policy;
- The inclusion of the transitioning of the President's Executive duties in the policy
- If the scope of the organization was captured in the policy.

The committee feels that the scope of the organization is captured within the policy, and that the wording of the policy is sound.

The final decision from the committee consists of zero recommendations to the policy at hand.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Shukan Shah', written in a cursive style.

Shukan Shah
Chair of the GP#2m Direct Inspection Committee

Present: Adam Kovacs (Chair), Owen Bourrie (Vice Chair), Tarique Plummer (President), Osman Alwi, Christopher Donnelly, Kareem Elliott, Shukan Shah, Brody Spourdalakis, Lana Toameh, Pirranavan Vigneswaran

Regrets: Adam Beck, Jerome Lukwago, Muhammad Sameed Hussain

Guests: Phil Champagne (Executive Director), Sara Clark, Shawn Cruz, Andrew Dang, Michael Del Bono, Mike Fan, Alex Hermosa, Safina Husein, Priya Kataria, Shannon Kelly, Megan Lacoursiere, Ian Muller, Natalie Rigato, Darshil Shah, Bebe Chan

1. Call to Order & Land Acknowledgement

We call this meeting to order on 6 PM on the 2nd floor of the FNCC in the Boardroom on May 12, 2018. We acknowledge that we are on the traditional territory of the Neutral, Anishnawbe, and Haudenosaunee peoples.

2-3. Adoption of Agenda / Adoption of Consent Agenda

Chair Kovacs

Can I get a motion on the table to amend the agenda package and remove BMD #2B, the amendment of BMD #2B from the Consent Agenda?

Motion 1 (Alwi/Bourrie): Motion to adopt the agenda with an amendment to remove BMD #2B from Consent Agenda

Vote: 8-0-0

Result: Motion Pass Chair Kovacs

Before we go on, I just wanted to explain why we are taking it out. The reason I am taking it out is because I talked to the full-time staff as well as to the executives and I realized we cannot have a proper discussion on this topic until we have more information. So I would like to propose to postpone this indefinitely until we get the proper information and the monetary board I will bring it up at the next meeting. Sound good? Okay, so any discussion?

4. Monitoring Reports: BMD #1, #2A, #2B, #2C, #2D1, #2D2, #2D3

[Only BMD #2B was discussed in previous section.]

5. Adoption of Meeting Minutes: April 28, 2018

Chair Kovacs

Can I get a motion on table to approve the Minutes of April 28, 2018 as presented?

Motion 2 (Toameh/Vigneswaran): Motion to adopt the meeting minutes of April 28, 2018 as presented

Vote: 8-0-0

Result: Motion Pass

6. Regrets

Chair Kovacs

Are there any regrets that you know of? No? Okay. So, I have been in communication with Director Hussain, Director Lukwago, as well as Director Beck and they unfortunately cannot make it as they are out of country at the moment. So, they do send their regrets and they will try to join us at the next meeting if possible.

7. Conflicts of Interest

Chair Kovacs

So, are there any conflicts of interest to declare?

Vice Chair Bourrie

So I will have a direct conflict of interest when we discuss the Vice Chair honorarium.

Chair Kovacs

Fantastic...and I will be in direct conflict of interest with the governance election budget and at that point Director Bourrie will be chairing that part of the meeting.

President Plummer

And just a point to note: during the conversation of the discussion of the President's salary, I will not be keeping any sort of conference over that topic.

Chair Kovacs Thank you.

8. Comments from the Chair of the Board & CGO

Chair Kovacs

So now it's going to be comments from myself. So what I want to say is that that I'm really excited to work with all of you: it's going to be a great year and just from the retreat I can tell that we're a great bunch. So I just want to lay out some quick expectations of what I expect from you and what I expect back from you and vice versa. I promise that my style will very blunt and honest as best as I can if the information is available at the time. I also hope that you will be blunt with me, to the Vice Chair as well as to each other. If you have a problem, tell each other, please. Make sure you know that these directors know that you have a problem with them if there is ever a problem that will arise. You won't always agree. And I promise that I will do the same with you and remember to follow the process. If you can't talk each other, you talk to myself. If you can't talk to me, you talk to the Vice Chair. And if you can't talk to either of us (which is a major problem, then your go to the Board as a whole. We will go and discuss the matter. Sound fair? Furthermore, what I want to bring up as well are the terms of reimbursement because I know as right now Director Osman wanted me to bring it up at the Board of Directors. Unless you have an absolute need, the reimbursements won't happen unless there is a direct need. Because this is for every director. Furthermore, if there is a direct need if you need to present something like the budget or something like that, whatever may be, I will pay for the reimbursements. Sound good? And finally, I just want to say that I am really excited to work with all of you and let's get it done! Any questions? No? Fantastic.

9. Comments from the President & CEO

Chair Kovacs

So now, the comments from the President/CEO.

President Plummer

It's very good to be on this side of table for once. My team decided to start new role: we have a new retreat process, familiar and we have become familiar with applications that are available for certain portfolios. We are confident that we will be able to put in as much effort as possible to achieve what we possibly can what we said we could for students. Now, I will have a more substantial update at our next board meeting. Thank you.

10. Comments from the Executive Director & COO

Chair Kovacs

Are there any questions for President Plummer before we move on? No? Okay, Executive Director Champagne?

Executive Director Champagne

I don't have a lot to update. For those of you that - there's pretty much almost everyone here that was at the retreat, so thank you very much for attending that. That was a pretty good day and a half getting to know one another and getting to know how the organization works, getting how to work with one another, definitely a productive few days for sure, culminating ultimately in this meeting and a few axes being thrown in wood tonight. So again, thank you - looking very much forward to working with you all throughout the next school year. And before I continue, I just want to address a couple issues, one of which is we have a Provincial Election on June 7. As we have individual parts of a democracy as an organization we highly encourage you as students to be involved in democracy process. But while being active in this process, be very mindful that you are representative of Students' Union. You are on the board of Board of Directors and keep your professional leanings as professional as possible. We definitely want you to participate in the democratic process, but realize that whatever government in place after June 7: we have a lot of provincial advocacy work to do and depending on what that government is, we want to make sure that whatever social media points or however public love of love of the democratic love does not make our job harder because we do have lot of work to do. Also, there is a municipal election in the Fall and while a little bit less contentious, does have opportunity to present itself. So ultimately the message is that we do want you to participate actively in democratic process but be smart about how you participate and at the end of the day. Please don't make our job harder after the election.

11-12. Amendment to BMD #2B / Items Pulled from the Consent Agenda

Chair Kovacs

Are there any questions for Executive Director Champagne? No? Okay, so I do apologize - before we go to the governance election budget, my Vice Chair pointed out that forgot to ask for a motion to approve the monitoring reports in the Consent Agenda as amended. Is there any discussion on the matter? No.

Motion 3 (Bourrie /Toameh): approve the monitoring reports in the Consent Agenda as amended

Vote: 8-0-0

Result: Motion Pass

13. Governance & Elections Budget

Chair Kovacs

Now can I have a motion on the table to move to allow Vice Chair Bourrie to chair the next part of meeting which is the election and governance budget and I'll answer any questions.

Motion 4 (Vigneswaran/Elliott): allow Vice Chair Bourrie to chair the next part of meeting

Vote: 8-0-0

Result: Motion Pass

Chair Kovacs

So before we get to this part, for the governance election, I will do some brief talking to explain what happened. And I ask that Executive director Champagne & President Plummer point out anything that I missed if anything came up. So, I proposed proposals to change a couple things and from what I was told were that the two main things that the Vice Chair can explain as well is that the reason it was not approved was because I did not increase board training and cut the Laurier prize and Laurier voting prizes. The reason for this for more training with discussion for Plummer was that he applied for training, which is part of this retreat session. The reason I cut the prizes was that because since I am starting them earlier, the reason being to get volunteers and campaigning for election to keep people knowledgeable. As well, with the prizes, we are going to do more of them, but smaller dollar value for each of the prizes for voting. So, ask away.

Motion 5 (Elliott/Toameh): motion on table to approve governance budget as presented

Vote: 8-0-0

Result: Motion Pass Chair Kovacs

Sorry to interrupt. The reason we are doing it this way is to have discussion. We won't do that the rest of the meeting to keep it running.

Director Spourdalakis

I just wanted to ask if you could elaborate. So if there are less prizes and you're trying to get people more involved in other ways, could you elaborate on that?

Chair Kovacs

So I increased the CRO. The CRO is my second-hand man or woman, so to speak, for the elections. So I'll be hiring them very shortly and hiring volunteers to see how to change the election policy and increase the voter turnout from 0.50.7% to 5%, 6%, any number for that matter. And that's how we're going to do that, through volunteers. Does that make sense?

Director Spourdalakis

So what is the exact number value we are cutting it by?

Chair Kovacs

It is \$600, from \$1200. Let me just bring it up on my computer.

Director Spourdalakis

Rather than cutting in half, what if you only cut by 25%?

Chair Kovacs

The reason is that it is kind of paid by CRO pay, that's why. The CRO pay goes up by \$900. So that way it's not as much of a loss as well it does work out in the end because the budget is still balanced as whole.

Director Spourdalakis

And also could you clarify the regression and training: it's about a \$720 reduction, is that correct? So why that number and where did that reduction come from?

Chair Kovacs

The reduction came from when I talked to President Plummer in terms of the exact numbers as well as former Chair Talha Naaem in terms of exact numbers to see what numbers would be best. If President Plummer could elaborate on that?

Director Spourdalakis

What was training that could have allowed for the \$720?

President Plummer

This year, wanted much more collaborative approach in terms of operations so we decided to go with our retreat period combined effort and we will stand the cost and we will try our best to see facilitate more a year. We don't need to put money in that location and it will be unused. We are already creating training sessions for you. The money has been allocated to a need because individuals we hired earlier to compensate for the time. And it comes onto how we came with the number: we know that number was an estimate it could have been anything from \$500-\$1000, it could have been any number, but hopefully based on the number evaluated: at the end of the year we will have actual numbers to work with.

Vice Chair Bourrie

Does anyone else have questions for Chair Kovacs? Last call.

Motion 6 (Shah/ Elliott): passing the 2018-2019 governance budget as presented

Vote: 7-0-1

Result: Motion Pass

14. Over 10K Expenditures

Vice Chair Bourrie

Could I have a motion on table return Chair Kovacs to chair the meeting?

Motion 7 (Alwi /Shah): return Chair Kovacs to chair the meeting

Vote: 7-0-1

Result: Motion Pass Vice Chair Bourrie

Chair Kovacs, it's all you now.

Chair Kovacs

It's nice not to be in charge for a little bit. So, let's keep moving to pass the agenda passage. Let's proceed in the same style. Any discussion?

President Plummer

So, in the previous board, when they went through operating budget, they approved the operating budget. However, there were more outstanding questions that it was a little difficult to allocate funds to what they wanted to be allocated to. So I went back to the drawing board and had conversations with full time staff and we provided a briefing note to the board that presented the information that the previous board wanted to hear. In addition, any questions we had about budget as well and inconsistencies they pointed out made were also mentioned in that briefing to the board ahead of time. A few things I would like to mention as well just so the board has all the information they need. And this is me perhaps answering questions that you may be thinking about or maybe not even thinking of asking. What's my plan for awarding students money through those funding models is something that I will be working with team and funding we have already at the majority level. So, moving on from that, when it comes to assessment to this program if we go ahead with it will be looked at on a term by term basis. At the term of the term, we will have the board look at it, whether we will have independent evaluators to see if it was truly successful or not. That is something we have to figure out as we move forward because we have tons of moving parts around it overall. One question I must answer as well is because the over 10k initiative is something new, the organization is on a higher level, and there are so many more people involved, I have a commitment to present to the board an update about the launch, about the mid-progress, and also about overall when money has been dispersed so the board knows that program has started, people are receiving the necessary supports and funds and if there are any issues, that they are addressed. In the event you have any more questions, feel free to ask.

Chair Kovacs

I'll ask a question: could you please elaborate on what the successful sponsorship program is, if you can as it's not operational yet.

President Plummer

So I don't want to waste time of the board providing what was in the notes provided, but essentially it the aim of sponsorship program is to contribute support to students competing at the provincial, national, or international level and to showcase their talents on behalf of Laurier. We believe that these students should receive as much support as they possibly can and to provide support. We want to provide the fastest support possible to these students. For a successful student program, I would like to create a Laurier "Make-a-wish" foundation for students who are struggling, good students who have one particular issue and to have guidance, support, or assistance who submit an application and have necessary a necessary body of people to review it and then see how best we can give or create solutions and to partner with relevant campus partners to help these students. So that's where the money is going. In the event the board chooses not to fund the student at this time, there is a lot of money available in the budget.

Executive Director Champagne

Just a quick question with regards to the successful student success process. Do you have a max number of students that could be awarded such an amount?

President Plummer

So my estimate was 5 students a semester. That's very flexible. In the event that we can give more students support, we are happy to give more students support. The program is not really just a financial program but gives overall support. So we are looking to people who have those resources, who have those connections who can fulfill those peoples' needs to help that student. So us using that money is connecting people to resources that provide that support. So I say five a semester, but it's a very flexible number. If we instruct the committee in terms of program, say if we can do more, we might be limited in terms of what we have at our disposal that will be the case. But we will have more information from the Board.

Bebe Chan

So I have a quick question. The Dean of Students has an emergency fund for students with financial need. I'd just like to know the differentiation from this program and what Dean of Students provides.

President Plummer

The answer to this question is very simple: there is absolutely no differentiation at this point and time yet because this program has not been developed in its entirety. I aware that program exists. This program may seem to rival that one somewhat. However, we will approach students for collaboration on how to enhance that program or enhance our program. So we may establish clear differences in this program's infancy to attain frameworks to not rival, but complement each other. And so once we reach that point of full-out ongoing

development: if want to contribute to people who are around an organization to this idea and what we have currently available, we will use all inputs.

Bebe Chan

To follow up, have you talked to the Dean of Students about the amount of money they have?

President Plummer

Because this program not yet even yet been approved, I have not started real work on it yet.

Bebe Chan

Would it be redundant is my question.

President Plummer

No, it is not.

Director Elliott

So if that person will be chosen, how to they describe the need?

President Plummer

That's a good question. That's an operational question: figuring out the details of how can we objectively choose an individual. What need trumps another need so it's important that the criteria is absolutely essential. We will be highlighting what things can we look at as the basis of how people are selected.

Chair Kovacs

Before we go to Director Donnelly, is there any other questions?

Director Donnelly

Do you have any plan how to market this plan.

President Plummer

For this program, we will be using conventional streams of social media to reach out to a much larger group of people, reaching to our larger orientation team because they have a large group of connections, and maybe even making connections with residence, to reach as many students as possible. In addition to that, we what to promote the Ambassador Program as well so we can get all the information out there. So the short answer to that one - I will use all the conventional streams of marketing tools, so they can get the word out there and then the new program we have coming in.

Chair Kovacs

Next on the speaker's list we have VP of Programming Natalie.

Vice President of Programming Rigato

So my question is: you were saying how you will only be having 5 students that will be awarded this. Is this going to be evenly spaced out between Brantford and Waterloo because there is such a difference in how many students there are. So are you going to be fair for Brantford so that it won't always be going to Waterloo, or at least separating it and having both campuses included fairly?

President Plummer

That's a great question. This initiative was at least to have a ratio format. However, again I am very flexible with this: when I start the committee and find the finer details of it, we will determine the allocation process so if they calculate the ratio for Brantford students and I would be open to listen to that and the committee will have to take this into consideration as well. So, I am very excited about this program that it is going to be in good effect when we take this input.

Chair Kovacs

Thank you, Director Brody, go ahead.

Director Spourdakis

Yeah, I just wanted to ask if you have any plan of how to help a student who doesn't get selected for this program, but to still make sure they are being assisted and included.

President Plummer

So this particular question my Vice Chair asked earlier about the Laurier emergency fund is that it is not rivaling, but complimenting. If they don't get from this one, the other one can. The Dean of Students gives significant assistance from them, but if they don't get the support they need there, there are other places on campus they can go to for assistance. So that point I mentioned earlier for this program is that this is not meant to be a funding program, but to provide resources of support to refer students to aids to get what they need.

Executive Director Champagne

I just wanted to add to that, so for example, as part of a member of the Students Union, you pay all the dental fee. For those who don't opt out of the health plan, a certain amount of that money is dedicated to therapy, whether that's a psychologist, a psychiatrist, or whatever. As far as my understanding for this program, should a student have a need to apply to this program, and in theory depending on all the criteria once that gets all worked out, they could get, not necessarily money, let's say arbitrarily \$500, but specifically to go to that need and that resource as far as my understanding goes. So it doesn't necessarily go towards a cash reward.

Chair Kovacs Thank you.

Motion 8 (Donnelly/ Spourdakis): motion to pass approve over \$10,000 expenditures that President Plummer presented

Vote: 8-0-0

Result: Motion Pass

15. Vice Chair Honorarium

Chair Kovacs

Next on the agenda package is the Vice Chair honorarium. Before I even go on the motion I want to explain a little bit. So basically my belief and my proposal is that my Vice Chair should be compensated for the amount of work that he is getting. Now, with this, is the reason that I am proposing a \$15,00 increase that will not be part of my budget - we need to approve that - he should be compensated for that amount of work that he does because I want him to be more involved this year than last year. I had asked former Vice Chair Del Bono and he said we need to have a discussion on this, but for the most part he is in favour. So, now, there is still a lot of info that we need still. Now, we need to approve a motion on the table to approve the Vice Chair honorarium on the contingency that on the next meeting we receive more info we may need to make an even more informed decision. Any discussion on that matter?

Director Spourdakis

I just have a question on your briefing note: it mentions that it could be argued that the honorarium may incentivize the Vice Chair, but I do know if that money would be an incentive.

Chair Kovacs

So what I mean by incentivize is that what happened last year was that the Vice Chair couldn't take the roles of the Chair. What I hope is that it would allow the Vice Chair to feel that they have to contribute more and be more involved with the organization. Does that answer your question? Fantastic. Director Shukan, go ahead.

Director Shah

I wanted to know how you came up with something like \$1500 is it a percentage of the Chair's honorarium or is it just a number to transition into more later?

Chair Kovacs

So I was talking to former Vice Chair Per Bono and former Chair Naaem and other people and they agreed they don't need to pay them the

entire chair salary, but something to compensate them. So I thought it can't be \$5,000, so I thought \$1,500 would be the best. So now Executive Director Champagne.

Executive Director Champagne

Sorry, mine is just a clarification question - I don't necessarily understand the motion that was just approved. If they approve the motion you just put forward, is the honorarium going to be a thing or are you going to talk about down the line once you have more information?

Chair Kovacs

Down the line, but we're approving the idea that they want it to happen, but we need more information to clarify that it will happen.

Executive Director Champagne

So, quick follow-up - in theory then, let's say arbitrarily at the June meeting, if you have enough information to decide they don't want to have honorarium, it won't happen; it's not a thing?

Chair Kovacs

Correct. Fantastic.

Former Secretary

For the past 2 points, because I formerly was a director on the board I think you really have need to look at revising the role before putting an honorarium in place. Directors can sit on multiple committees, so it takes up a fair amount of time. What's to say the difference on Vice Director and Chair if not \$1500. Also, just adding on to that, we talked about the secretary and not the Vice Chair. I was the secretary and the job takes 20-30 hours biweekly and forgetting incremental slightly more than the Vice Chair I think should be something that should be looked into.

Chair Kovacs

So to answer your first question is that the reason for doing the Vice Chair only is that I can delegate tasks to the Vice Chair and not the Board. I will be delegating more tasks to the Vice Chair and that's why I intend that Vice Chair Bourrie has not as many tasks as I do, but a second level.

Former Secretary

Yeah, that would have to come into part of revising the role, but there is nothing that says the Chair delegates to the Vice Chair, just that they should be kept up to date.

Chair Kovacs

From my interpretation of the policy and according to training, I remember asking about that was the fact that the Vice Chair kind of does assume the role of Chair if need be and that is why it is so short, why we have to revise it for the next board meeting once we have the information that we need.

Executive Director Champagne

I just wanted to have a point of clarification. During last year's board, the policy governance stipulates that there should be an additional board member if the Chair is unable to do the tasks if the Chair is not able to perform those rules. And the precedent of Chair interpretation over the past number of years would be that person would be that Vice Chair. Last year when it got to point that some of CG roles needed to be assigned, the chair didn't assume those roles, the Board last year chose to have an election last year for an individual to take on the duties of the chair called Election Portfolio and that's how the Portfolio wasn't assigned. It was not the decision of Vice Chair, but the board decided to elect specific person for this particular role. So that's just how it played out last year.

Chair Kovacs

Is there any other question before I cap the speaker's list? No, okay.

Former Secretary

Sorry, just going back to that interpretation, the Vice Chair fills in when there is loss of services of CGO and the Chair can't do it, so it doesn't that the Chair delegates.

President Plummer

Policy 3-F.

Motion 9 (Alwi/Toameh): approve the Vice Chair honorarium on the condition that we receive the information to approve or disapprove it

Vote: 6-1-1

Result: Motion Pass

16. President Salary

Chair Kovacs

Moving on is the President's salary. So in terms of this conversation and from the conversation of myself I would like a motion to table this discussion until next board meeting until we have more information because right now there is not enough information to talk about President's salary.

Motion 10 (Spoudalakis/Vigneswaran): table this discussion until next board meeting until more information is provided

Vote: 8-0-0

Result: Motion Pass

17. Summer Board Meeting Schedule

Chair Kovacs

So next is the summer board meeting schedule. So, I will again do motion and go through discussion. Motion to approve summer board meeting schedule. So this where we talk about any questions you may have. So I propose that we have the meetings at the end of each month, so I remember correctly, the 24th, 26th, 29th, 26th at 6 PM.

Executive Director Champagne

The June one, is that Canada Day weekend?

Chair Kovacs

No, not that I know of. Are there any other questions?

Vice Chair Bourrie

Yes, so me and some of the other board members had discussed changing it to a Friday instead during day, would that be something that is possible that other people would also like?

Director Spourdakis

I personally would prefer Sunday.

Director [Unclear]

What time would it be on Friday?

Chair Kovacs

Honestly, if we are going through director schedules if we approve this motion and I can ask you all to send you schedules to me and we do an e-Vote in next two weeks, and we go from there. It's up to you guys if you want to do that.

Director Shah

I just have question if a lot of people are either working or in summer school, I don't that a think Friday meeting would work and that Sunday at 6 PM seems to work for everyone so I think we should leave it as it is.

Chair Kovacs

Okay, I'm going to the cap speaker's list.

Motion 11 (Shah/Bourrie): Motion to approve summer board meeting coordinating schedule.

Vote: 8-0-0

Result: Motion Pass

18. Fall & Winter Meeting Schedule Frequency & Location

Chair Kovacs

Okay, moving on it is the Fall and Winter meeting scheduling, frequency, and location. So again, same concept. Could I get a motion on the table to approve the Fall and Winter meeting frequency, schedule and location? Any discussion on matter? So what I was thinking was that once every 2 weeks in August and how it normally works is that in August we assign the Fall and in December we assign Winter. And I propose that we have 2 in Brantford each semester and that we do go to both campuses since we are a multi-campus school. So, I'll open it up to any questions. So, Director Pirranavan and Director Shukran.

Director Vigneswaran

Any emergency meeting we come across aside from these meetings?

Chair Kovacs

So I would send you an email and then I would look at your schedule to make sure it would be all right. But it yes, it would be outside of that.

Director Shah

Just looking at the January and the February ones and just based on this year's election and the election last year, wouldn't February 5 - ?

Chair Kovacs

That's just the monitoring schedule.

Director Shah

So this is just once every 2 weeks?

Chair Kovacs

Yes, this is just every 2 weeks - the proposed summer meeting schedule and after. Does that clarify that? Any other questions before I cap the speaker's list again?

Motion 12 (Donnelly/Vigneswaran): motion to approve Fall & Winter meeting schedule, frequency, & location

Vote: 8-0-0

Result: Motion Pass

19. Monitoring Schedule

Chair Kovacs

Moving on is the monitoring schedule. So, once again can I get a motion to approve the monitoring schedule for the 2018-2019 year? Any discussion on the matter? So basically what is that this happens every year, and we propose is to go through a monitoring schedule. The only difference is that BMD #2B will be moved to June the 24th. So I will ask to change the motion. Is there any questions about how it works.

Motion 13 (Donnelly/ Elliott): motion on the table to approve 2018-2019 monitoring schedule

[No vote/result taken: redone at the end of this section]

Director Shah

So just for clarification: this could take place outside meeting time.

Chair Kovacs

If we cannot get it done, then yes, correct. But this is just monitoring reports to make sure we are following the process.

Director Spourdakis

Would this be the committees that are completing this or just us?

Chair Kovacs

So the committees will go up with the agenda package it says every year we have to monitor and we have need to directly inspect it to make sure we are following protocol. We are in year 1, so the direct inspection committees are EL #2D, 2J, and 2M. Monitoring reports means it is just a basic overview, is that correct, President Plummer?

President Plummer

Based on the presentation we had this morning on monitoring reports, the importance of the board to look over processes and performance to make sure that they follow rules and regulations. Essentially what the board looks at from an organizational perspective abiding by the parameters you folks have set out to do. As for what this monitoring schedule essentially is based on particular policies. You would be looking at my interpretation of what the fees are to support in accordance or compliance with these policies. So based on my knowledge on the monitoring schedule, it has not changed significantly from last year at all. Also what happened last year and also the year before. So the year's right here. That's all.

Chair Kovacs

Also, going off his point as well, the thing is, that when I was talking to Ian, in terms of what happened, we have to make sure they are very consistent. It has to be broken up, because if we leave it to one giant lump at the very end, it's not being responsible. So that's why it is broken up the way it is and we don't mean to change the order

President Plummer

There can be a request to have the monitoring report brought to the board at any point in time, so even though you may evaluate 2A on June 29, you can actually revisit it later on in the year. You can essentially ask for that.

Chair Kovacs

Are there other questions before I cap the speaker's list again? Yes, it is a new motion.

Motion 14 (Toameh/Vigneswaran): motion on table to approve the 2018-2019 monitoring schedule with the amendment of BMD #2B being moved to June 24?

Vote: 8-0-0

Result: Motion Pass

20. Direct Inspection Committee: EL #2d**Chair Kovacs**

So, finally is the committee elections. Before we go into committee elections and how it works, there's going to be nominations and 2 directors per committee. So, now for my clarification I'm going to ask Executive Director Champagne is it secret ballot or not?

Executive Director Champagne

It really depends on the board and how they feel about it.

Chair Kovacs

Awesome. And before we do nominations, I will accept questions.

Director

So just to your point about the secret ballot, I think before we've discussed and we split up, I think a secret ballot would be necessary.

Chair Kovacs

Also, before I open up nominations, just a point of clarification: the key directors as well as myself and the frequency will not be that often, but we'll figure that

out later on. So, the floor is now open for the Inspection Committee EL#2d. Any nominations?

Director Vigneswaran

I'd like to nominate Director Spourdalakis.

Director Shah

I'd like to nominate Director Donnelly.

Chair Kovacs

Did you say Donnelly? Fantastic. Any other nominations? Thank you. Do you stand, both you guys?

Directors Spourdalakis & Donnelly Yes.

Chair Kovacs Fantastic.

Motion 15 (Shah/Toameh): motion to approve the acclimation of Directors Spourdalakis & Donnelly for direct inspection committee EL #2d

Vote: 6-0-2

Result: Motion Pass

21. Direct Inspection Committee: EL #2j

Chair Kovacs

Moving to Inspection Committee EL#2j. The floor is now open for nominations.

Director Donnelly

I nominate Director Bourrie.

Chair Kovacs

Do you stand, Vice Chair Bourrie?

Vice Chair Bourrie I

do.

Director Spourdalakis

I would like to nominate Director Alwi.

Director Shah

I would like to nominate Director Vigneswaran.

Chair Kovacs

Do you stand Directors Alwi and Vigneswaran?

Directors Alwi and Vigneswaran Yes.

Chair Kovacs

So, since there are more than two people, we have to do elections. So I'm going to give you 45 s to give a speech. I'll allow a couple minutes for closing statements and questions. But before we get to that; actually, we'll wait afterwards to decide after that or would you guys like to decide now? Would you guys like a secret ballot, would you like to do formal vote like usual? Formal? Ok, fantastic. So, does anyone want to go first, between the three of you?

Vice Chair Bourrie

I am asking you to put your trust in me. This has always been a committee I've been interested in and I've discussed it with a lot of you. Thank you for putting your faith in me. That's all I got.

Director Vigneswaran

So I want to make sure everything is aligned to the set restrictions and limitations and sure everything is followed to procedure and I will make sure that everything is always to conduct.

Director Alwi

I hope you can vote for me so I can be either director to help them to inform.

Chair Kovacs

Okay, the floor is now open to any questions from the gallery or any directors. Is there any questions, I repeat, before we begin? What will be your priorities directly respect to 2J? What will you exactly be looking at with respect to EL 2J?

Director Alwi

I would work with board and my partner as well as you as long as you in the house to make sure the President will not operate without the up-to-date procedures and operate without protection and make sure these ELs get passed.

Director Vigneswaran

I'll ensure that all conduct that is followed will be unbiased and make sure everything is all equal and fair.

Director Bourrie

I want to make sure that all hiring is fair and equal and make sure there is no nepotism where people are being hired because they know a certain person in the organization, a level playing field and ensure everyone is being objectively evaluated instead of subjectively.

President Plummer

One of purposes is to determine if the wording or interpretation is clear off the bat or if there need to be any changes or not changes. So if you're on that, your job is determine if it is all right as it stands or not. And it comes to overall looking at what the organization does. You get information on a particular EL to see if it is doing what it is supposed to be doing.

Director Shah

Why are each of you interested in this policy specifically?

Director Vigneswaran

Well, I wanted to be part of one committees and this one stood out the most. First of all, once I started to read it, it got more interesting, also because it outlines the sorts of restrictions and limitations the President has to follow. Also, I want to ensure that we put this in a common level as well, especially that everyone on the board is responsible for overseeing President Plummer and we all have an understanding of what is responsible within this.

Director Alwi

I couldn't say it any better. I will also make sure that the President follows and help the Chair and my partner to make sure it is being followed.

Director Bourrie

You want to look at the policy and that it outlines everything that it should and ensure that it is fair, unbiased, along those lines; just ensuring that the policy has everything outlined in there that we as a board deems proper for the President when they are conducting their hiring process.

Chair Kovacs

Okay, I'm going to cap the speaker's list. Are there any other questions before I cap the speaker's list? No? Okay. Speaker's list is capped.

Former Secretary

I would like to look into what kind of work you did to prepare, so what kind of practices are currently being used for hiring unpaid staff.

Director Bourrie

As far as I know what they do is they have a grading scheme based on past experiences not creating a bias or infringe on who it is.

Director Alwi

Yeah, I would agree with that, and I also I believe there would be no discrimination.

Director Vigneswaran

What I would hope is that anyone that is on hiring board, they should not be directly involved with the applicants whatsoever, so I guess that would be the first hiring process they would follow; and also adding on to Owen's point, there is grading scheme without anything weighting more heavily than other.

Chair Kovacs

So now how you vote for whatever candidate you like, when I say the Director's name, then raise your hand, then I count, and we do it for the other three directors. Are there any questions on that before I proceed? No? We'll start with Vice Chair Owen if you want him on director committee #EL 2j. Yes, you can vote for yourself. Director Alwi? And Director Vigneswaran? Ok, your new members of the inspection committee EL #2j is Vice Chair Bourrie and Director Vigneswaran.

Motion 16 (Alwi/Shah): motion on the table to approve Directors Bourrie and Vigneswaran to the direct inspection committee EL #2j

Vote: 6-0-2

Result: Motion Pass

22. Direct Inspection Committee: EL #2m

Chair Kovacs

Moving on, to our last direct inspection committee, which is EL #2m. The floor is now open for any nominations. Go ahead, Director Donnelly.

Director Donnelly

I'll nominate Director Elliott.

Director Alwi

I would nominate Director Shah.

Chair Kovacs

Do Director Elliott and Director Shah stand for their nominations? Are there any more nominations? There's no more nominations.

Motion 17 (Alwi/Bourrie): motion on table to approve the acclimation of Directors Elliott and Shah to the direct inspection committee EL #2m

Vote: 6-0-2

Result: Motion Pass

23. New Business & Announcements

Chair Kovacs

So moving on, the next section is new business and announcements. So I just want to remind the board that we can also discuss this as well. My comments are that in regard to your WLU emails - if you have not received an email from ICT tech support in changing your username and password, let me know so I can go through the right channels to send a package through that email. Furthermore, send me an email once it works to my email subboardchair@wlu.ca. Just send me an email if it's already working. Okay? Are there any new business announcements?

President Plummer

Wilf's and Veritas we decided to make a hybrid partnership. Veritas is doing an expansion. We have absorbed a few members of their staff and team at Wilf's and we have decided to extend our summer hours. So instead of 11 AM - 2 PM it will now be from 8 AM - 3 PM if I am correct and that will begin sometime this week.

Executive Director Champagne

If everything goes according to plan, it will start this week, but most likely after the long weekend. I just wanted to let everyone know that on May 16 at 10 AM, there is going to be an All Candidates debate in Lazaridis Hall, a unique debate solely focused on post-secondary education issues and it's a collaboration between the Students' Union, the Graduate Students' Association, the Faculty Association, the Staff Association, and the Management Team at Laurier as well as the respective counterparts at the University of Waterloo and Conestoga College, so this is a pretty extensive and impressive collaboration across 3 postsecondary institutions to have a debate on campus all for the Waterloo candidates. I will be present and Craig Mertz from the CBC will be moderating so if you are available 10 AM on Wednesday, we'd love to see you at Lazaridis Hall. At the Students' Union you can register free of charge, but we would love to see you all there. It will be a great opportunity to see how each of these candidates envision view post-secondary in a community that is uniquely situated in post-secondary education in Ontario.

Director Donnelly

Will this be streaming?

Executive Director Champagne

There will be streaming. There's a specific Facebook page you can find or elsewhere that has the details and the goal is for it to be steamed online.

President Plummer

I am pretty sure we are hiring for more Students' Union positions that are reopened. If you have a friend that is interested to apply, send them to our hiring site and tell them to apply.

Bebe Chan

Going off of Ian's point, this election is June 7. The Undergrad Student Alliance that we work with is running a campaign to pledge to vote so if you visit www.OUSAvotes.ca, you can pledge to vote and it will show you where to vote, when to vote, and also if you are not in your home riding this summer, it will also tell you how to register to vote as well, so please sign up and tell your friends and get out there and vote!

24. Adjournment**Chair Kovacs**

Ladies and gentlemen, may I have a motion on the table to adjourn our first board meeting? Is there any discussion on the matter? Congratulations everyone, we just did our first board meeting!

Motion 18 (Donnelly/Elliott): Motion to adjourn the meeting

Vote: 8-0-0

Result: Motion Pass

WILFRID LAURIER UNIVERSITY
STUDENTS'
UNION

A stylized blue bird logo, possibly a hawk or eagle, with its wings spread and head turned to the right. The bird is integrated into the end of the word 'UNION'.

President & CEO Updates

June 20, 2018

**Executive Director & COO: Updates
Sunday, June 24, 2018**

1. Student Experience

- a. Managing the relationship between Campus Vibe, our new clubs management software, and the Students' Union as we work to integrate this platform into our Clubs & Associations department.
- b. Continuing the mentoring and coaching of the Student Executive into their roles.
- c. Laurier 101 - Orientation Week planning is in full swing as we continue to finalize details.
 - i. Working with Lindsay Lawrence in Student Success on Student Success Sessions, Academic Sessions, resources fair
 - ii. Working with SCS, Parking and Residence on a detailed Move-In day plan.
 - iii. Meeting regularly with the internal Orientation Week Waterloo team to ensure all details and events are thoroughly prepared.
- d. Working with VP FA on the development of the schedule and plan for Coordinator Conference.

2. Policy, Research & Advocacy

- a. Primarily election-related activities;
 - i. candidate meetings,
 - ii. facilitating on campus polling station,
 - iii. post-election debrief:
- b. researching finding formula patterns under the previous PC government;
- c. other research initiatives in support of the Presidents portfolio and the VP: FA portfolio;
- d. about to start some food bank/food insecurity research upon my return

3. Hospitality Services

- a. Assistant manager hiring process happening right now with applications being due on Monday the 25th of June. Our Guest Services manager is leading the process
- b. Wilf's is part of the Headstart dates with 10% off for the participants. Wilf's will also be open on Saturdays during the Headstart dates.
- c. Wilf's summer hiring will be open July 12th, 13th and 14th.
- d. Wilf's & Veritas partnership is going really well.
- e. We are in the process of submitting an RFP for Brantford YMCA snack bar
- f. Sam and myself attended the Campus Hospitality managers conference in Hamilton. We are looking forward to using some of the take aways in to our operations.
- g. Myself, Laura and Amanda will be attending the Canadian College and University Food Services Association conference at the end of June 18, 2018

4. Finance & Administration

- a. The SU received our Spring Term funding from the University in early June. This money provides us with the funds to operate over the summer period.
- b. The Finance and Admin team has begun the process of switching over our payroll provider from ADP to Ceridian. We are looking at a go live date in September. Currently, we are providing them with background data.
- c. The Finance team is also currently preparing our financial data for the audit which will take place later this summer.

5. Marketing

- a. Website – working to refresh the Students' Union website to make it more operational and user friendly in time for Fall. The laurierorientation.com is also currently being updated to be used as an information hub for incoming students and their parents. (DPRA, CB, VPC&A, ED)
- b. Instagram Story Highlights - capitalizing on the traction on our Instagram account (@yourstudentsunion) and have created highlights for Hiring (“Opportunities”), “Turret Reno” and “President Updates” – this has been a main focus for our summer promotions, (VPFA, DHS, P&CGO)
- c. Laurier 101 –working to promote upcoming Headstart dates and working with other departments to provide information to incoming students about Orientation Week and how to get informed this summer (DSO) (Centre for Student Success);

6. Brantford Operations

- a. Competency and Learning Outcomes language for the SU and the volunteer roles. (DSE) – Draft has been prepared for ED/Pres review.
- b. SLL for Multi-Purpose Room updates to furniture and access for students has begun. Storage closet is up awaiting paint and furniture delivery. (VPPSB)
- c. Working through Faculty Association Agreement template with the upcoming academic year for new, standardized disbursement processes in keeping in line with Waterloo model.
- d. O-WEEK:
 - i. Transition/Orientation Program building ongoing. Have developed reciprocal marketing messaging from the Transition and Learning Services Dept. and our offices to ensure students are getting the same information no matter where they are getting it from. (DSE, DMC)
 - ii. Conversations with campus partners about the program have begun. Building the program as per usual and have developed positive relationships with counter-parts in Waterloo. Have developed theme, characters etc.
- e. Brantford Homecoming is September 21st and 22nd 2018. Working with Development and Alumni on a Brantford Homecoming proposal. D&A have requested funding from the Alumni Association to aid in student programming on the Saturday evening. Working with VPPSB to build an on-campus celebration with Hawk Team for all students.
- f. Developing Clubs Management software with Campus Vibe to better service Clubs and Associations. Software will allow for club renewals, events management, volunteer documentation, etc.

7. Member Services

- a. Along with others, will be making presentations to Ambassadors and Recruitment teams
- b. Will be attending various Headstart sessions beginning on Friday for H&D promo
- c. Due to some summer changes will need to hire for U-desk Brantford.
- d. Working on a single sign on for tickets.yourstudentsunion.ca (DSE)
- e. Significant update of University Tickets has taken place,(DMC, DSE)
- f. Working to begin marketing strategies for 2018-19 Health and Dental Plans, as well as with C&C to determine promotional materials and supplies (DMC)
- g. Setting up a meeting with Service Laurier to discuss the of assessing H&D plan fees in all three semesters (only to those who start in the corresponding semester i.e. fall students will not be assessed in Winter and Spring)

****More information related to reports/briefs can be provided at the Board's request****

Finance and Admin Updates

June 20 2018

1. Student Union Ambassadors
2. Successful Student Application
3. Coordinator Conference
4. Hiring and Recruitment

1. A complete description and competency skillset was created for the Student union Ambassador Coordinator on the hiring and recruitment website for both campuses. Interviews have begun for Waterloo campus and will begin for Brantford next week. The coordinators will likely be hired by the end of June at which point the hiring for the executives and training will begin for this committee.

2. As per the Presidents Initiatives an initial draft was created outlining the parameters and checklist that we would look for in order to choose students for the successful student application in which students receive financial support and guidance in order to reach their full potential.

3. The dates for Co-Con have been finalized and the planning has begun for the full training days. As per last year these 2 days will be held on different weekends and will last the whole day. The location is set to be in Waterloo and in Brantford and the training sessions are being finalized.

4. The Associate Vice President of Finance and Administration for Waterloo and Brantford as well as the Associate Vice President for Clubs and Associations have all been hired. Hiring has been reopened for several committees (shinerama, ecohawks, healthy lifestyles ect) these will close on June 22 and the hiring process will continue.

Glossary

Co-Con – Coordinator Conference: 2 day training event for all coordinators on both campuses to receive the training and information that will be necessary for their success in the role.

Updates from the Programming and Services Department
June 19, 2018

Here are the topics that will be covered in this update:

- Shinerama
- FYI & SU Ambassadors
- COCA
- O-Week
- Multi-purpose Room

Shinerama

This year we have worked on adapting the Shinerama program here on the Brantford campus. We originally had it just as a partnership with Orientation Week which then turned into a club for a year and a half. This year we have worked on and decided to turn that club in a committee program. We will be hiring positions for a coordinator along with executives and general volunteers. This committee will still work in partnership with Orientation however will continue their programming throughout the rest of the year under the programming and services umbrella.

FYI – First Year Integration Program & SU Ambassador

This program has been run on the Brantford campus for around 3 years now. However, we have been receiving a lot of feedback surrounding this committee and have decided through meetings and discussions to dissolve this committee. Through careful consideration, we have decided to use the new SU Ambassador Program as way to integrate students more into Union programming. We are currently hiring a coordinator for this role along with executives and general volunteers. We are also hoping to have a first year representative on each committee to help reach more first years in a different way and then enhance our events.

COCA

COCA stands for Canadian Organization of Campus Activities and I had the privilege to attend this conference the week of July 11 – 18th in Fredericton New Brunswick. At this conference I learned a lot of new information and was able to network with a lot of different partners around the country and even outside the country. It was very informative and taught me new ways to program, new ways to engage from a customer service perspective, and varying opportunities to enhance campus life and campus programming. It was very beneficial for my role and I highly recommend going again next year.

Orientation Week (O-Week)

There have been a lot of exciting and fun things that have been happening in regards to the Orientation Week on Brantford. Thus far we have discussed the theme for Orientation Week with our characters and did our head ice partnership reveal. We have also worked on creating more of a wellness happy and healthy atmosphere with the hopes of giving the icebreaker volunteers and the first years the tools they need to succeed with their mental health. In this idea, we have started working with LOCUS a lot more in training our breakers and including LOCUS students more in our programming. We are also on our way of finalizing the schedule. We have

restructured much of the week and worked to fix past challenges and things that didn't work as well.

Multi – Purpose Room Renovation

We have started working on renovations for this room. We have the walls up for the new storage space and are currently waiting on our next things which are paint samples and the furniture to arrive.

Updates from the Clubs & Associations Department 20 June 2018

1. Campus Vibe
2. Sports Clubs
3. Greek Life Integration
4. Club Renewal and New Club Registration
5. Club Budgets

1. Campus Vibe

As per President Plummer's platform initiative regarding a clubs app, the Clubs & Associations department has recently signed a contract with a clubs management software called Campus Vibe. We are currently working with ICT in order to establish single sign-on with mylaurier accounts.

2. Sports Clubs

As per President Plummer's platform initiative regarding the increase in support from the Students' Union to Athletics & Recreation's sports clubs, we met with Athletics & Recreation in order to update and re-negotiate the conditions our Memorandum of Understanding (MOU). This resulted in an increase of financial support from \$8500 to \$17500.

3. Greek Life Integration

As per President Plummer's platform initiative regarding the integration of Greek Life, a meeting was held with Leanne Holland Brown, *Dean of Students*, on 8 June to develop a better understanding of the relationship between the Office of Student Affairs and Greek Life. Meetings with the incoming presidential team of Greek Life and Greek Life Council are to follow.

4. Club Renewal and New Club Registration

On the Waterloo campus, all club renewals are completed. On the Brantford campus, club renewal applications have been reopened until 22 June due to a lack of applications.

5. Club Budgets

On the Waterloo campus, all Students' Union clubs have submitted their budget requests. On the Brantford campus, budget requests will be sent out 25 June. Club budgets will be finalized towards the end of July.

Glossary

- Campus Vibe – A clubs management software with front-end navigation for student engagement as well as back-end management procedures.
- Sports Clubs – The competitive clubs managed by Athletics & Recreation.

University Affairs Department Updates:

Vice President (Provincial, Federal, Institutional)

- VP Kelly sat on a Mental Health Panel for the launch of Beacon (a mental health app that uses cognitive behavioral therapy) to represent the student voice
- An all candidate's debate occurred with all four candidates from the Waterloo Riding on May 16 2018
- VP Kelly and President Plummer attended the Ontario Undergraduate Students Alliance (OUSA) transition conference
- VP Kelly was elected VP Finance for OUSA
- The University Affairs department met with several candidates during campaign period for the Provincial Election to talk about student issues
- The University Affairs department promoted elections and getting out to vote
- On June 7th, the provincial election was held resulting in a Progressive Conservative majority
 - Congratulations to Catherine Fife (Waterloo), Amy Fee (Kitchener Conestoga), Laura Mae Lindo (Kitchener Centre) and Will Bouma (Brant) on their successful elections
- On June 12th – 15th VP Kelly attended OUSA strategic conference where priorities were decided/discussed for the upcoming year
 - The six priorities chosen by OUSA for the upcoming year were: Mental Health, Experiential Learning, Sexual Violence Prevention and Response, Tuition, International Student Healthcare and Technology Enabled Learning
- Authors were decided for the OUSA Fall General Assembly, VP Kelly and AVP Cruz will be authoring policies on Technology Enabled Learning

Associate Vice President (Municipal & Regional)

Brantford:

- Established professional connections with city councillors involved with Laurier advocacy.
- Met with Mayor Friel regarding:
 - Priorities of the UA department and the Mayor's Office
 - Community Engagement initiatives
- Opened hiring for both SRAC and Outreach
- Reviewing Landlord & Tenant Board resources
- Attended the BIA (Businesses Improvement Area) meeting to connect with partners in local businesses and Conestoga representatives.

Waterloo:

- Assisted students with several academic appeals and landlord-tenant disputes
- Participated in media campaign to promote the upcoming Waterloo municipal election
- Met with counterparts at the University of Waterloo to discuss upcoming priorities
- Represented students in several Town and Gown meetings, including the Safety & Wellness Sub-Committee and the Town and Gown Steering Committee
- Met with city councillors to discuss priorities and future initiatives
- Acted as student voice in Post-Secondary Collaborative meetings: a group of city officials and community stakeholders committed to safe substance use among students
- Represented Laurier students at the inaugural Unsanctioned Public Gatherings Task Force meeting

P&S Department Updates: June 19th 2018

- O-Week Preparation meetings:
 - Tamera from Diversity and Equity Office: O-Con training presentation
 - Nadine Educational Developer, Intercultural Communication about micro aggressions and stereotyping for O-Con training presentations
 - Ceara: Early Dispute and Conflict Coordinator: How their department can get involved (eg. Get Involved Fair)
- O-Week Characters: COMPLETED
 - Transition report for the Theme meeting to be completed by Vic for the final transition report compiled by the OPF
 -
- COCA:
 - AMAZING
 - Attended the Education sessions for Programming 101, 102, 103, How to Talk to Agents, Steal this Idea and How to Work in Crisis
 - Created strong bonds with the agents from Feldman (Joe and Jason) and Tim (Degy)
 - Dirty Bingo: Tyler from Fanshaw will call and help me with the logistics of a successful Dirty Bingo night
 - Meeting with Western Orientation to be scheduled: want to pick my brain because they think I am very knowledgeable and can help them work out some problems
 - O-Week talent and Block Bookings:
 - GREAT talent to be booked for O-Week, concerts and Winter Carnival
 - Booking with X-Inflused/Events to expand O-Carnival
- VP:PS
 - Meeting with Food Services about the future of Food Bank
 - Potential for re-naming service to be “Food Pantry”: Less of a stigma associated with this terminology and might make more students feel comfortable with using the service
 - Future of Hot Meals Program: Problem with students asking for this service and then not using the credits/how can we ensure the people who we are giving these Dining Hall passes to are actually in need
 - Do we change up the form? Change up the policies and procedures?
 - Next steps: Have another meeting with Food Bank Coordinator about her opinions of change and invite them to the next Food Services Board Meetings
 - Food Bank
 - Repaint and Reorganize the Foot Patrol Room
 - O-Week: Plan to have a “grand opening” run by the committee and have Nikki Micks (coordinator) cut the “Red ribbon”
 - Get to foot patrol jackets/vests (potentially)
 - Shinerama

- Budget issues from last year- working with Darshil, Phil and Chris to fix it
 - Prepare for mini-shine day for O-Con!
- Committees to send in their promotional items to Marketing by July 15th?
- Other Committees:
 - Nothing new to report! Working on new event ideas
 - Still sending In their summer goals and Overall Term Goals
- Creating Slack Channels for Coordinators
-

Board Committee Structure

GP #2g

A committee is a Board committee only if its existence and charge come from the Board, regardless whether Board members sit on the committee. The only Board committees are those which are set forth in this policy or those created in an ad hoc basis by the Board. Unless otherwise stated, a committee ceases to exist as soon as its task is complete. Timely reporting to the Board shall be by appropriate verbal comments by the committee chair, unless otherwise stated in the committee mandate. All Board committees shall submit a final report to the Board following the conclusion of the committee's mandate. Board committees should only be used to assist the Board in completing its own governing objectives.

Ad Hoc Committee Proposal: “Get Out and Vote” Committee

Section 1: Purpose

- 1.1 The purpose of the creation of this Ad-Hoc Committee is to figure out how to increase voter turnout and engagement for all elections that take part at Laurier.

Section 2: Duties and Responsibilities

- 2.1 The Ad-Hoc Committee shall develop a recommendation report to submit to the board on suggestions to increase voter turnout and engagement.
 - 2.1.1 The Ad-Hoc Committee shall consult other university policies to determine what can be changed to our election policy.
 - 2.1.2 Refer to any research already done to determine thorough recommendations.
 - 2.1.3 Review the current Elections Policy and determine any inefficiency with the current policy that can be changed.

Section 3: Composition

- 3.1 The Ad-Hoc Committee shall be composed of the following members:
 - 3.1.1 The Chair and CGO who shall serve as Chair;
 - 3.1.2 Three (3) Directors from the Board
 - 3.1.3 The Executive Director (ex-officio);
 - 3.1.4 The Director of Policy, Research & Advocacy (ex-officio);
 - 3.1.5 The President and CEO (ex-officio); and;
 - 3.1.5 Chief Returning Officer (ex-officio).

Brief

From: Ian Muller – Director, Policy Research & Advocacy

Date: May 15, 2018

RE: Student government executive compensation

Note: Executive compensation is complex and the information provided below may not be complete. This comparative data compiled in 2016 allows for an approximate benchmark of presidential salaries within Ontario student organizations.

Source: Joint student union salary study completed by *The Gazette* (Western), the *Varsity* (University of Toronto), and the *Ubysey* (University of British Columbia).ⁱ **[Published October 2016]**

McMaster University Students' Union (MSU)

- **President**
 - Salary - \$36,247
 - Free accommodation in campus residence - \$7,950 (estimate)
 - VP salaries are higher because they do not receive housing
 - **Total compensation - \$44,197** (estimate)
- VP Administration; VP Education; VP Finance - \$39,333

Queen's University Alma Mater Society (AMS)

- **President**
 - **\$31,000**
- Vice-President, Operations; Vice-President, University Affairs - \$31,000

Ryerson Students' Union

- **President**
 - Salary - \$36,000
 - Benefits - \$6,000
 - Transportation allowance - \$1,000
 - Expense account - \$1,000
 - **Total compensation - \$44,000** (estimate)
- VP Equity; VP Education; VP Operations; VP Student Life and Events - \$36,000 (plus benefits, transportation and expense allowances)

Students' Federation of the University of Ottawa (SFUO)

- **President**
 - **\$33,400**
- VP Finance; VP Services and Communications; VP University Affairs; VP Social - \$33,400

University of Toronto Students' Union (UTSU)

- **President**
 - Salary - \$25,000
 - Phone allowance - \$70/month = \$840
 - **Total compensation - \$25,840** (estimate)
- VP Internal and Services; VP University Affairs; VP External; VP Equity; VP Campus Life - \$25,000
- VP Professional Faculties - \$10,000

University of Waterloo Federation of Students (FED)

- **President**
 - Salary - \$46,532
 - Benefits package - \$4,467
 - **Total compensation - \$50,999** (estimate)

- VP Education; VP Operations and Finance; VP Internal - \$46,532 (plus benefits package)

Western University Students' Council (USC)

- **President**
 - Salary - \$44,632.52
 - Health, dental, and eye care coverage up to \$6,000
 - **Total compensation – 50,632.52** (estimate)
- Vice-President; Secretary-treasurer; VP Student Events; Communications Officer - \$43,729.50 (plus health, dental, and eye care coverage up to \$6,000).

York University Federation of Students

- **President**
 - **“Stipend” - \$33,700**
- VP Campaigns; VP Operations; VP Equity; VP Campus Life - \$33,700

Additional compiled salary averages, including benefits and honorariums (Source: 2009 *Maclean's Magazine*)ⁱⁱ

Carleton University - \$36,599

University of Guelph Central Student Association - \$30,335

University of Windsor Students' Alliance - \$27,682

Broad Canadian comparison:

| School ▲ | Exec. salary | Undergrad pop. | # of execs | Total exec. salary | Cost per student |
|--|--------------|----------------|------------|--------------------|------------------|
| ● Concordia Student Union (CSU) | \$29,367.98 | 23,965 | 8 | \$234,943.84 | \$9.80 |
| ● McMaster University Students' Union (MSU) | \$36,247.00 | 22,558 | 4 | \$154,246.00 | \$6.84 |
| ● Queen's University Alma Mater Society (AMS) | \$31,000.00 | 17,413 | 3 | \$93,000.00 | \$5.34 |
| ● Ryerson University Students' Union (RSU) | \$36,000.00 | 33,834 | 5 | \$180,000.00 | \$5.32 |
| ● Students' Federation of the University of Ottawa (SFUO) | \$33,400.00 | 30,137 | 6 | \$200,400.00 | \$6.65 |
| ● Students' Society of McGill University (SSMU) | \$28,798.00 | 27,075 | 7 | \$201,586.00 | \$7.45 |
| ● University of Alberta Students' Union (UASU) | \$36,811.00 | 31,161 | 6 | \$184,055.00 | \$5.91 |
| ● University of British Columbia Alma Mater Society (AMS) | \$32,500.00 | 42,986 | 5 | \$162,500.00 | \$3.78 |
| ● University of Calgary Students' Union (UCSU) | \$38,481.00 | 24,387 | 5 | \$192,405.00 | \$7.89 |
| ● University of Manitoba Students' Union (UMSU) | \$37,700.00 | 24,723 | 5 | \$188,500.00 | \$7.62 |
| ● University of Saskatchewan Students' Union (USSU) | \$35,747.31 | 16,871 | 4 | \$142,989.24 | \$8.48 |
| ● University of Toronto University of Toronto Students' Union (UTSU) | \$30,060.92 | 57,670 | 7 | \$210,426.44 | \$3.65 |
| ● University of Victoria Students' Society (UVSS) | \$28,556.00 | 17,407 | 5 | \$142,780.00 | \$8.20 |
| ● University of Waterloo Federation of Students (FEDS) | \$46,532.00 | 29,912 | 4 | \$186,128.00 | \$6.22 |
| ● Western University Students' Council (USC) | \$44,632.52 | 30,000 | 5 | \$219,550.79 | \$7.32 |
| ● York University Federation of Students (YFS) | \$33,700.00 | 46,400 | 5 | \$168,500.00 | \$3.63 |

ⁱ https://www.westerngazette.ca/features/student-union-salaries-across-canada/article_2e93238a-9473-11e6-a968-cf7c66bae17a.html [Accessed 14 May 2018].

ⁱⁱ <http://www.macleans.ca/education/uniandcollege/how-much-does-your-student-union-executive-get-paid/>

Brief

From: Ian Muller – Director, Policy Research & Advocacy

Date: May 15, 2018

RE: Vice-Chair honorarium

In order to determine the reasonableness of compensation for the Vice-Chair, it is important to first consider the origin of the Chair and Chief Governance Officer's honorarium.

Beginning in 2006, the Students' Union Board of Directors (BOD) began its transition to Policy Governance. In 2007, the BOD approved a \$19,000 honorarium after some discussion. The principles underlying this decision included:

- The work of the Chair/CGO increased significantly under Policy Governance;
- Compensation was connected to the new work required of the Chair;
- The BOD requested memos and verbal reports for monitoring purposes.

[Source: Lisa Carlson, "Honorarium for chair approved in budget," *The Cord* (3 September 2007)].

In 2008 the BOD approved an increase in the Chair's honorarium, however, the exact amount was only disclosed during an in camera session. The honorarium increase in this circumstance correlated with the Chair working full-time hours during the summer semester.

[Source: Rebecca Vasluianu, "BOD Chair honorarium increased," *The Cord* (16 July 2008)].

Vice-Chair Role

The Students' Union Policy Manual defines the Vice-Chair's role as primarily responsible if the CGO is unable to perform their duties. There are no substantive duties beyond keeping sufficiently familiar with all Board-relevant material and ensuring all documents and filings are accurate.

The Vice Chair is an officer of the Board whose purpose is to protect the Board from the loss of CGO services.

The Vice Chair will:

1. Ensure that they are sufficiently familiar with all Board-relevant material.
 - a. The Vice Chair will be kept abreast of all Board relevant material by the CGO.
2. Ensure that all Board documents and filings are accurate, current and timely.
3. Have access to Board documents.
4. The compilation and facilitation of the Board's mid-year and end-of-year evaluation of the Chair.

DRAFT

Saturday, May 12th, 2018

Summary

- The Vice Chair has never had an honorarium
- Their job description is short (GP2E) yet they also encompass the Chair Role (GP2D)
- Proposal of honorarium of \$1500
- Would not be a part of Chairman Budget
- Minimum Wage has increased so we need to look at all major positions

Issue

The Vice chair is an elected position by the board like the chair and works hand and hand with the chair. They must be the second most knowledgeable and become the chair if need be, yet they are not paid. Depending on each year they can have many or little roles depending on who is chair and CGO. The Vice Chair should be paid to compensate for the fact they have many jobs to complete and since they must be willing to put everything aside when the chair asks for it. Furthermore, with minimum wage increase has caused prices to increase and it is unfair that we do not compensate someone for their time when we compensate the Board Secretary for doing minutes.

Worth Noting

- The Chair Honarium was created because of the amount of work put in elections
- The Vice Chair role is a part time job considering their active involvement with the board
- The Vice Chair sits on whatever committees the Chair designates them too and chair those committees if necessary and other responsibilities the chair gives them
- Whenever the Chair is unable to perform a duty it is the Vice Chair's Role
- With the Vice Chair not able to take the responsibilities of chair last year can be argued this would incentivize them too
- We pay the secretary, yet the vice chair does more

Conclusion

- Creating a vice chair honorarium would incentivize the vice chair to work harder since they are being compensated
- Allows the Vice Chair to be compensated for work they accomplish
- Of the three biggest roles of the Board Vice Chair is the only one unpaid
- Board will be updated about the change in policy and update from VP and Chris Turner

Action Required

- Majority vote of yes is required motion is contingent on passing at next meeting on Chris Turner and VP of Finance and Administration finding the money to cover the cost and presenting at the next board meeting
- Developing a “job criteria” to determine their exact responsibilities and change policy GP2E

2018-19 Budget Summary by Category

| | 2018-19 Total | 2017-18 Total | \$ change | % change |
|---|-------------------------|-------------------------|----------------------|-------------|
| REVENUE | | | | |
| Admissions | \$ 205,700.00 | \$ 143,350.00 | \$ 62,350.00 | 43.5% |
| Bank Machine | \$ 16,500.00 | \$ 35,000.00 | -\$ 18,500.00 | -52.9% |
| Beverages (Beer and Liquor included) | \$ 622,136.59 | \$ 585,030.38 | \$ 37,106.21 | 6.3% |
| Commissions | \$ 51,000.00 | \$ 51,000.00 | \$ - | 0.0% |
| Donations | \$ 94,382.30 | \$ 93,882.30 | \$ 500.00 | 0.5% |
| Essential Services Fee | \$ 104,628.08 | \$ 89,033.00 | \$ 15,595.08 | 17.5% |
| FNCC Fee | \$ 970,980.04 | \$ 891,771.95 | \$ 79,208.09 | 8.9% |
| Health Plan Fee | \$ 1,426,648.97 | \$ 1,244,495.00 | \$ 182,153.97 | 14.6% |
| Dental Plan Fee | \$ 1,327,514.99 | \$ 1,168,002.50 | \$ 159,512.49 | 13.7% |
| Other Fees | \$ 337,603.71 | \$ 428,118.98 | -\$ 90,515.27 | -21.1% |
| Food | \$ 3,162,872.68 | \$ 2,767,169.56 | \$ 395,703.12 | 14.3% |
| Interest | \$ 12,500.00 | \$ 12,500.00 | \$ - | 0.0% |
| Lease Income External | \$ 633,806.96 | \$ 662,835.28 | -\$ 29,028.32 | -4.4% |
| Lease Income Internal | \$ 292,677.53 | \$ 292,677.53 | \$ 0.00 | 0.0% |
| Other Revenue (Locker Rentals, Tech Share) | \$ 45,770.00 | \$ 50,230.00 | -\$ 4,460.00 | -8.9% |
| Provincial Advocacy Fee | \$ 56,496.00 | \$ 53,609.85 | \$ 2,886.15 | 5.4% |
| Dental Plan Rebate | \$ 85,000.00 | \$ 85,000.00 | \$ - | 0.0% |
| Registration | \$ 406,196.25 | \$ 384,996.25 | \$ 21,200.00 | 5.5% |
| Rental Income | \$ 45,200.00 | \$ 39,200.00 | \$ 6,000.00 | 15.3% |
| Sponsorship Income | \$ 60,000.00 | \$ 60,000.00 | \$ - | 0.0% |
| SAC Fees | \$ 1,319,615.93 | \$ 1,258,356.68 | \$ 61,259.25 | 4.9% |
| | \$ 11,277,230.05 | \$ 10,396,259.26 | \$ 880,970.79 | 8.5% |
| EXPENSES | | | | |
| Cost of Goods Sold | \$ 1,419,656.82 | \$ 1,237,362.45 | \$ 182,294.37 | 14.7% |
| Admissions | \$ 2,000.00 | \$ 2,000.00 | \$ - | 0.0% |
| Audit | \$ 21,000.00 | \$ 20,500.00 | \$ 500.00 | 2.4% |
| Bank Charges | \$ 62,050.00 | \$ 57,000.00 | \$ 5,050.00 | 8.9% |
| Campus Clubs Fund | \$ 78,500.00 | \$ 69,500.00 | \$ 9,000.00 | 12.9% |
| Capital Purchase | \$ 39,685.00 | \$ 36,035.00 | \$ 3,650.00 | 10.1% |
| Customer Service | \$ 21,635.82 | \$ 19,390.00 | \$ 2,245.82 | 11.6% |
| Clothing | \$ 89,892.80 | \$ 73,988.00 | \$ 15,904.80 | 21.5% |
| Computers and IT | \$ 44,050.00 | \$ 43,649.22 | \$ 400.78 | 0.9% |
| Conferences and Meetings | \$ 31,955.00 | \$ 36,535.00 | -\$ 4,580.00 | -12.5% |
| Donations | \$ 66,583.30 | \$ 69,173.30 | -\$ 2,590.00 | -3.7% |
| Equipment and Other Rentals | \$ 138,646.94 | \$ 147,000.00 | -\$ 8,353.06 | -5.7% |
| Essential Services Overhead and Reserves | \$ 40,739.22 | \$ 39,239.22 | \$ 1,500.00 | 3.8% |
| FNCC Janitorial, Repairs, and Contracted Services | \$ 631,955.04 | \$ 672,871.27 | -\$ 40,916.23 | -6.1% |
| Food Other | \$ 272,498.71 | \$ 230,063.13 | \$ 42,435.58 | 18.4% |
| Honorarium | \$ 31,698.00 | \$ 30,325.80 | \$ 1,372.20 | 4.5% |
| Staff Wages and Benefits (FT and PT) | \$ 3,316,395.00 | \$ 2,998,529.70 | \$ 317,865.30 | 10.6% |
| General Supplies | \$ 120,046.14 | \$ 128,333.02 | -\$ 8,286.88 | -6.5% |
| Health and Dental Insurance | \$ 2,523,693.77 | \$ 2,281,972.00 | \$ 241,721.77 | 10.6% |
| Insurance and Health & Safety | \$ 79,599.60 | \$ 76,290.00 | \$ 3,309.60 | 4.3% |
| Lease Expense | \$ 404,114.97 | \$ 360,495.80 | \$ 43,619.17 | 12.1% |
| Legal | \$ 8,000.00 | \$ 8,000.00 | \$ - | 0.0% |
| Marketing and Promotions | \$ 141,417.62 | \$ 124,208.62 | \$ 17,209.00 | 13.9% |
| Decorations and Prizes | \$ 17,355.00 | \$ 23,545.00 | -\$ 6,190.00 | -26.3% |
| Memberships and Licenses | \$ 81,550.52 | \$ 78,871.77 | \$ 2,678.75 | 3.4% |
| Miscellaneous | \$ 236,272.26 | \$ 138,626.37 | \$ 97,645.89 | 70.4% |
| Programming | \$ 347,238.00 | \$ 377,800.00 | -\$ 30,562.00 | -8.1% |
| Reserve | \$ 25,000.00 | \$ 44,757.70 | -\$ 19,757.70 | -44.1% |
| Staff Development and Tuition | \$ 77,375.00 | \$ 85,624.20 | -\$ 8,249.20 | -9.6% |
| Travel and Accommodations/Parking | \$ 89,263.88 | \$ 87,617.80 | \$ 1,646.08 | 1.9% |
| Utilities | \$ 256,000.00 | \$ 221,799.00 | \$ 34,201.00 | 15.4% |
| Volunteer Appreciation | \$ 26,960.00 | \$ 28,701.18 | -\$ 1,741.18 | -6.1% |
| | \$ 10,742,828.40 | \$ 9,849,804.55 | \$ 893,023.85 | 9.1% |
| Surplus/Deficit from Operations | \$ 534,401.65 | \$ 546,454.71 | | |
| Interest | \$ 128,319.90 | \$ 128,532.18 | \$ 212.28 | 0.2% |
| Loan Repayment | \$ 406,081.75 | \$ 405,922.53 | \$ 159.22 | 0.0% |
| Total | \$ 534,401.65 | \$ 534,454.71 | \$ 53.06 | 0.0% |
| Deficiency of revenue over expense before Amortization | -\$ 0.00 | \$ 12,000.00 | | |
| Amortization | \$ 520,000.00 | \$ 635,000.00 | | |
| Deficiency of revenue over expense | -\$ 520,000.00 | -\$ 623,000.00 | | |

Students' Union Loan Summary as of April 2018

| Loan | Loan Issued | Original Amout Borrowed | Current Balance | Monthly Payment (Princ + Int) | Annual Payment | Loan End Date* |
|------------------------|-------------|-------------------------|------------------------|-------------------------------|----------------------|----------------|
| RBC Comprehensive Loan | Jan-12 | \$ 1,000,000.00 | \$ 750,688.44 | \$ 5,586.11 | \$ 67,033.32 | Jan-32 |
| RBC BSC Loan | Jul-11 | \$ 1,479,206.02 | \$ 906,424.79 | \$ 10,868.21 | \$ 130,418.52 | Jul-26 |
| WLU Comprehensive Loan | Sep-10 | \$ 2,000,000.00 | \$ 1,409,904.93 | \$ 13,077.89 | \$ 156,934.68 | Jul-29 |
| WLU Demand Loan | May-13 | \$ 2,361,464.71 | \$ 1,321,678.07 | \$ 15,000.00 | \$ 180,000.00 | Nov-25 |
| Total | | \$ 6,840,670.73 | \$ 4,388,696.23 | \$ 44,532.21 | \$ 534,386.52 | |

* End Dates assume no additional payments to be made over the course of the loan

The Board will:

1. Hold the President and Chief Executive Officer as their sole official connection to the operational organization, its achievements, and conduct.

Systematic and rigorous monitoring of Presidential job performance will be solely against the only expected Presidential job products: organizational accomplishment of Board policies on Ends and organizational operation within the boundaries established in Board policies on Executive Limitations.

The Board will:

1. Determine the degree to which Board policies are being met through monitoring.
 - a. Information that does not do this will not be considered to be monitoring data.
2. Acquire monitoring information by one or more of three methods:
 - a. by INTERNAL REPORT: in which the President discloses interpretations and compliance information to the Board;
 - b. by EXTERNAL REPORT: in which an external, disinterested 3rd party selected by the Board assesses compliance with the President's interpretation of Board policies; or
 - c. by DIRECT BOARD INSPECTION: in which a designated Board member or members of the Board assess compliance with the President's interpretation of the appropriate policy criteria.
3. Judge:
 - a. the reasonableness of the President's interpretation; and
 - b. whether data demonstrate accomplishment of the interpretation.
4. Accept **any reasonable President interpretation** of the Board policy being monitored as the standard for compliance.
 - a. The Board is the final arbiter of reasonableness, but will always judge with a "reasonable person" test rather than with interpretations favoured by Board members or by the Board as a whole.
5. Monitoring information will be presented from all campuses in which the Union operates if there are discrepancies in compliance.
6. All policies that instruct the President will be monitored at a frequency and by a method chosen by the Board. The Board can monitor any policy at any time by any method, but will ordinarily depend on a routine schedule as follows:

<schedule on following page>

| Policy | Frequency (Times per year) | Periods of Monitoring | Method |
|---|----------------------------------|--------------------------|-------------------------------|
| Ends | 1 | 13 | Internal Report |
| EL #1 Global Executive Constraint | 2 | 4, 12 | Internal Report |
| EL #2a Treatment of Consumers | 2 | 3, 8 | Internal Report |
| EL #2b Treatment of Staff | 1 | 6 | Internal Report |
| EL #2c Compensation & Benefits | 2 | 6, 12 | Internal Report |
| EL #2d Financial Condition & Activities | 3 | 4, 10, 13 | Internal Report |
| | 1 | 8 | External Report |
| | 2 | 7, 12 | Board Direct Inspection |
| EL #2e Financial Planning & Budgeting | 3 | 4, 10, 13 | Internal Report |
| EL #2f Asset Protection | 3 | 4, 10, 13 | Internal Report |
| EL #2g Communication & Support to the Board | 1 | 6 | Internal Report |
| EL #2h Executive Succession | 1 | 3 | Internal Report |
| EL #2j Hiring Practices – Unpaid Staff | 2 | 7, 12 | Internal Report |
| EL #2l General Meetings and Elections | 1 | 11 | Internal Report |
| EL #2m Transition of Staff | 1 | 13 | Internal Report |
| EL #2n Hiring Practices – Paid Staff | 2 | 6, 10 | Internal Report |