

University Students' Council Agenda

Thursday January 19, 2012

Roy Romanow Student Council Chamber

- 1. Adoption of an Agenda**
- 2. Introductions and Announcements**
- 3. Council Address**
 - 3.1 Grant McConnell**
 - 3.2 Dr. Dave Hannah – SESD**
 - 3.3 Dr. Sanjeev Anand – Dean of Law**
- 4. Minutes and Reports for Information**
 - 4.1 USC Minutes – January 12, 2012**
 - 4.2 Executive Committee Minutes – January 16, 2012**
 - 4.3 Academic Affairs Committee Minutes and Report**
 - 4.4 Appointments Committee Minutes and Report**
 - 4.5 Code of Ethics Disciplinary Committee Minutes and Report**
 - 4.6 Elections Committee Minutes and Report**
 - 4.7 External Affairs Committee Minutes and Report**
 - 4.8 Budget & Finance Committee Minutes and Report – January 16, 2012**
 - 4.9 Student Affairs Committee Minutes and Report**
 - 4.10 Sustainability Committee Minutes and Report – January 13, 2012**
- 5. Motions Arising from the Minutes and Reports**
- 6. Business**
- 7. New Business**
 - 7.1 Peer to Peer**
 - 7.2 Campus Legal Services**
 - 7.3 Infrastructure Fee Policy**
- 8. Questions and Comments (30 minutes)**
- 9. Any Other Business**
- 10. Adjournment**

University Students' Council

Minutes for Thursday January 12, 2012

Present

Scott Hitchings, USSU President
Reid Nystuen, VP Operations and Finance
Kelsey Topola, VP Academic
Alex Ferwerda, VP Student Affairs
Adam Gartner, Engineering
Noel Zimmer, Engineering
Faye Anderson, Arts & Science
Jessalyn Clark, Education
Autumn Darker, Agriculture and Bioresources
Jennifer Bozek, Kinesiology
Leon Thompson, Arts & Science
Jared Brown, ISC
Kelsey Froh, ESB
Rylan Goudreau, Education
Jenna Moellenbeck, ESB
Michael Stevens, Law
Baylie Sinclair, Pharmacy & Nutrition
Alyssa Anderson, Vet Med
Desiree Steele, STM
Annie Lucas, Nursing
Lesley Tyler, Nursing
David Konkin, STM
Adam Stenerson, Dentistry

Also Present

Matt Leisle, USC Chair
Caroline Cottrell, General Manager

Regrets

Absent

Guests

James Pepler
Russell Isinger
Nolan Waldner – Arts & Science
Daniel Arnox
Taryn Goff
Rebecca Zimmer
Marylou Mecham

Meeting was called to order at 6:08 pm.

1. Agenda

Move change 9.1 Financial Update Presentation to 3.2 under Council Address.

USCMotion093: VP Nystuen/Councilor Thompson

Carried

Move to adopt the agenda as amended.

USCMotion094: Councilor Brown/Councilor Anderson (Arts & Sci.)

Carried

2. Introductions and Announcements

President Hitchings introduced Russ Isinger, the Registrar of the University. He also introduced Taryn Goff.

VP Topola introduced James Pepler.

Councilor Brown introduced Marylou Mecham, an ISC member.

Councilor Anderson introduced Daniel Arnox, a student from the college of Arts & Science. She also introduced Rebecca Zimmer, one of the candidates running for MSC for Arts & Science.

3. Council Address

3.1 Russ Isinger – Registrar

Move to go into informality.

USCMotion095: VP Topola/Councilor Stevens

Carried

Russ Isinger thanked Council for having him at the meeting. He notes that his office, the Registrar's Office, is responsible for setting the 2012/2013 academic. There are two items Mr. Isinger thought would be of interest to the representatives of the student groups involving next years academic schedule and that he would like to present on.

For many years there have been suggestions from students, faculty and administrators, that the University should consider a Term 1 break. The idea being that as the University becomes more a term based institution, that it might be a good idea to have something similar to the Term 2 break. The Registrar's Office has examined this idea on behalf of the Colleges and took some recommendations from the Academic Deans. What they determined was that there was just not enough time in Term 1 to have a break unless there was a radical change, for example, start University very much earlier, which was an idea that was rejected. Another option was to end University very much later, another idea that was rejected. Starting earlier is problematic for a number of reasons. He notes that there aren't many other Universities in Canada that do have a Term 1 break and these institutions do tend to start earlier than we do. Although the Registrar's Office didn't want to totally reject the idea of a break, so they came down to the idea of a Reading Day and it would be tied one of the holidays in Term 1. It was agreed by the Colleges that the Friday before Thanksgiving there would be no classes and has been approved by the Academics Programs Committee.

Secondly, there has been for a number of years a problem with the final exam schedule. It is a question of time and space. It's becoming more and more tight as to whether there is enough time for the number of exams and enough space. About 1600 exams are scheduled for December of about 20,000 students, which equals to about 75,000 individual exams. In 2001 it took about 11 days to schedule those exams. This year's December schedule was 16 days long, although only 15 days were used, keeping that extra day as an emergency time slot. This is becoming more problematic because, for example, December has fewer available days than April. More and more of the classes are being split into two halves. Every time a class is split, there are more exams in the mix.

Next year is also a wonky calendar year. Consequently there just aren't enough days to

schedule the December exams. The solution might be for no exams to be scheduled in December at all, but they have to be done. Therefore the Registrar's Office is proposing a change to the Academic Regulations. Right now there is a 48 hour rule that says there has to be 48 hours between the last day of classes and the first exam. The proposed alteration is to change the regulation to say "between 24 and 48 hours". There would be some flexibility for years when we need it. Even with this change there will be 13 exam days next year.

Mr. Isinger notes that his office is always looking at ways to improve final examination timetabling. SESD supports student success. He also comments that his office has rejected Sunday exams. In addition, they are also looking at a 4 exam rotation per day, instead of a 3 exam rotation.

Member Pepler asked about the free Friday in October and if there was a moniker for that day as it can really dictate how people spend the day. Mr. Isinger commented that his office has been toying with different names, and the "Reading Day" was similar in terms to "Reading Week". Although he is open to suggestions to changing the name.

Councilor Anderson (Arts & Sci.) asked if there was a timeline as to how soon the new Regulation regarding the 24 – 48 hour rule would be in place and approved. Mr. Isinger commented that the proposals have gone through consultations with the Colleges and are going to Council for approval at the end of the month. They have already gone through Academics Programming and have been approved. He notes that it has to be approved for next year.

Councilor Brown asked Mr. Isinger if he thought there would be a drop in marks because of the new proposed 24 - 48 hour exam rule. Mr. Isinger commented that he hoped there wouldn't be a drop because students know when exams are in advance and most students will not have an exam right away, as they tend to spread out. Lots of Universities have 24-hour rules and some have no rule and exams start the very next day. There hasn't been any study done on mark averages changing. The software used to schedule exams is programmed to spread out exams as much as possible.

Councilor Brown asked in what regards could the Fieldhouse come into play about having exams scheduled there. Mr. Isinger commented that the Fieldhouse is owned by the City of Saskatoon and it would cost the University money to rent. There is some space on campus that is used if in a pinch. He notes that it also comes down to appropriate space.

GM Cottrell asked about the proposed four-exam rotation and at what times those exams would be held. Mr. Isinger noted that exams would be scheduled for 8 a.m. – 11 a.m., 11:30 a.m. – 2:30 p.m., 3 p.m. – 6 p.m., and 7 p.m. – 10 p.m. He notes that this rotation doesn't allow for a lot of sprint time if students do get back-to-back examinations.

Councilor Steele asked if there were any estimates of how much it would cost to rent a space for examinations. Mr. Isinger commented that it was looked at a few years ago but can't remember the exact amount that the Fieldhouse wanted to charge the University for

using it's space. Even the fee internally, for example, \$15,000 for the PAC gym, is very high. Mr. Isinger believes the cost for renting out the Fieldhouse would be expensive.

VP Nystuen asked for next year's final examinations in December, if classes ended on the Friday then the 24 hour rule would apply and exams would be held on that Saturday and Sunday there would be no exams anyway. VP Nystuen asked if classes would then end on a Wednesday or Thursday to better accommodate the new rule. Mr. Isinger commented that next year classes will end on a Wednesday, so that exams will start on the Friday. He commented that there are years where it can end on a Friday, and thus the 48 hour rule would apply.

3.2 Financial Update Presentation

VP Nystuen presented the most up-to-date financials for the USSU. He commented that he will give an update on the Union itself, which will be from May 2011 to November 2011 with year to date figures. The second part of his presentation will consist of a Place Riel Project Financial Update.

Every month the numbers are reconciled and a meeting is held to see where variance and discrepancies are. VP Nystuen went over the major discrepancies, which are over \$10,000.

- Administration - although revenues are the same as expected, costs are down.
- Human Resources – \$4,000 to \$3,000 to the good; explained in large part that the USSU has one staff member that is on maternity leave this year and the USSU chose not to find a replacement.
- Facilities –the rent revenues from the Place Riel food court tenants and Student Health and Counseling are major. With all of these spaces fully functional again, we are beating our projections for the year. Mrs. Vanellis, although not open, will be opening January 23. It is expected that this tenant will also bring in more money as well.
- Louis' – This is the only variance that is in the negative. This variance can be explained in that there were no at home Huskie playoff games in November. For many years, the Huskies did have home playoffs. Louis' has a concession contract with Griffiths Stadium. Alcohol sales per game are about \$15,000 and that explains the variance for that month as no games were held.
- XL Design – has gone from being in a negative line to making profit. It has a very large variance because of that. It went from deficit to a profit. This is part explained by more sales and some large corporate clients.

Grand Totals

Up to the end of November, the USSU budgeted for a \$224,519 deficit; in actuality we were only just under \$90,000 in deficit, so we are quite a bit better than budget, but still running a deficit for this year. There is room to improve in the years going forward.

Place Riel Financial Update

The project was budgeted roughly \$21 million. Where we are at right now, is the project has gone over what has been budgeted for it by \$510,000. It is over budget. With that being said, there is more money that was set aside for the project through the loan; a little

extra contingency in reserve money from the original loan. The remaining loan amount is just over \$524,000 and that would cover what has been gone over budget. In that case we would be over budget, but within our funding. The difference remaining is \$13,500. However, the project is not complete from a billing and reconciliation side. So there are still outstanding change orders and we are also in the process of negotiating the final cost to do the construction management contract, which had to be extended a number of times. So we are expecting those costs to come in at about \$50,000. If you take that balance and what we are expecting, there is going to be \$36,000 that wouldn't be able to be covered by the original loan amount.

We have roughly calculated that the monthly payment for the loan is going to be about \$120,000. Across 12 months that comes out to an annual loan commitment of about \$1.44 million a year. The infrastructure fee collected every year will go towards this. Right now in our bank account that holds the infrastructure fee, we have almost \$1.7 million. If we go and take away what is committed to the annual loan payment, there is a bit of a reserve at just over \$256,000. If we compare this number to the outstanding deficit we have, it's much larger. The plan is to take that reserve amount, cover off the roughly \$35,000 that would be over the budget and over funding from that reserve, and pay it with what's in the reserve account now that doesn't go towards the loan payment itself. This would still leave us with over \$200,000 sitting in the reserve right now. VP Nystuen believes this is the best option to go with and would still leave us with a very healthy reserve, which is expected to grow in the future years.

These numbers are projections, some are actuals and some are very close approximations. As we go forward in the future the dust will completely settle and we will have actuals at some point. The LEED Certification is proceeding.

Councilor Steele thanked VP Nystuen for making the presentation as painless as possible. She also asked about the Louis'/Huskies contract. VP Nystuen commented that Louis' still has a concession contract, but the football team didn't do as well this season and that's why no home playoff games were held.

Councilor Konkin asked if there was anything that needed to be done from the spending powers area to pay that expected amount through the reserve fund. VP Nystuen commented that as far as that goes, it would just be documents that come through the office that himself and GM Cottrell would sign. There is no motion that needs to go forward.

Move to go back into formality.

USCMotion096: Councilor Froh/VP Topola

Carried

4. Minutes and Reports for Information

4.1 University Students' Council Minutes – January 5, 2012

4.2 Executive Committee Minutes – January 9, 2012

Councilor Thompson asked what the new publication was on campus. VP Topola

unfortunately doesn't remember the name, but is put out by SESD and is more student focused and a little different from *On Campus News*.

4.8 Budget and Finance Committee Minutes – January 6, 2012

5. Motions Arising from Minutes and Reports for Information

Move to adopt the minutes.

USCMotion097: Councilor Brown/Councilor Goudreau

Carried

6. Business

6.1 AGM/SGM

President Hitchings commented that this is a continuation of the discussion from last November and last week. The decision to have an SGM and change the Bylaw to resolve the issue around the ISA and ISC is in Council's hands.

Councilor Brown commented and read out the letter stating that in order to resolve this issue, the USSU Executive believes the best route is to put forward an amendment at a SGM to take place February 9, 2012. The amendment to be put forward at the SGM should be put together by an Ad Hoc Committee of USC, whose soul mandate is to put forward an amendment that all members find mutually agreeable. The committee should be comprised of the Executive, two members of USC and the representative for ISC and a representative for ISA. This committee will also have its recommended amendment submitted to USC by January 26, 2012 in order for the amendment to be available to the public well in advance of the SGM.

Councilor Anderson (Arts & Sci.) noted that she is somewhat hostile about going towards and into an SGM considering what happened at the AGM. She asked what kind of dialogue has happened since the AGM to make opinions change on the topic. Councilor Brown commented that it is the belief that the proposal at the AGM was proposed in the sense that nobody had discussed it and the implications that it could have for both groups that were involved. There is a discrepancy in how "College" is defined and now there is an understanding there is a discrepancy into how the ISC derives its two members. With this in mind, the ISC would like to fix this problem. He notes there is not reason to fight with each other and there is an understanding that there is something wrong with the constitution. The reason the conflict happened at the AGM was because nobody was informed and people were informed at a later date, which added more fuel to the fire. The reason why the SGM is a favorable route is because it would allow everybody to sit down equally and come together with a mutual agreement to fix this.

President Hitchings commented that this is more a question of order.

Councilor Anderson (Arts & Sci.) asked why the ISC doesn't make it so that their membership is all Indigenous students or the ISA are representatives of all international

students, instead of going in and changing the Bylaw. Councilor Brown commented that this is certainly something that can be discussed through the Ad Hoc Committee. The ISC personally believes that they represent all self-identified Aboriginal students on campus, a little over 1700 people. The ISC has been asked by the USSU lawyers to provide membership, but they believe the membership is predicated on the census and what the census tells them. With that being said, our constitutions are conflicting in that sense.

Councilor Konkin noted from experience, STM receives it's representation mechanism through the College rather than by having a piece in a constitution. There is a piece in their constitution that says they represent a body of STM students, but there is a body above them that delegates responsibility to represent them. That's something that the ISA and ISC don't have that mechanism through the University. If the University were to introduce something, then they would be able to use census numbers.

President Hitchings noted that the proposed time to have the SGM is February 9, because that gives an entire month so students will know in advance that an SGM is happening. The Ad Hoc Committee would have two weeks to put together it's proposed amendment and to bring it to Council to approve before going on to the lawyers and having it out nine days before the SGM. It would then take place before the elections for Council, which will start earlier this year; February 16 is the call for nominations.

Councilor Anderson (Arts & Sci.) asked if other students could bring forth amendments to bring forward at the SGM. President Hitchings commented yes.

Move to make a Special General Meeting on February 9, 2012.

USCMotion098: Councilor Steele/Councilor Stevens

Carried

Move to make an Ad Hoc Committee comprising of a representative from the Indigenous Students' Council, a representative from the International Students', the Executive and two members of Student Council to bring a proposed amendment to Council on January 26, 2012.

USCMotion099: Councilor Brown/President Hitchings

Carried

Move to open nominations for the two USC spots available on the Ad Hoc Committee.

USCMotion100: President Hitchings/Councilor Konkin

Carried

Councilor Konkin nominated himself.

President Hitchings nominated Councilor Bozek. She accepted.

Councilor Thompson nominated himself.

Councilor Stevens nominated himself.

Councilor Brown nominated Councilor Stenerson. He declined.

VP Topola nominated Councilor Clark. She declined.

Ballots are handed out. Up to two votes may be used.

Nominated to the Ad Hoc Committee:

Councilor Bozek

Councilor Konkin

Move to close nominations.

USCMotion101: President Hitchings/VP Nystuen

Carried

Move to destroy the ballots.

USCMotion102: VP Topola/Councilor Brown

Carried

6.2 Childcare Centre

VP Nystuen commented that as asked last week, he has written up and sent out an Executive position with some history of this topic. He asked for Council's opinions and questions.

Councilor Bozek noted that she brought this topic to her Council meeting and there was an agreement with how the Executive feels. If a new student fee has to be put in place, then it should be the University and not the USSU, as not all spots will be for undergrad students.

Councilor Brown noted that the ISC also believes that the University should implement the fee to all students.

Councilor Steele asked if there was no fee that the USSU collected, how do we go about assuring a certain number of seats for undergraduate students? VP Nystuen noted that the University has said that their goal is to have at least half the seats for undergraduate students. Also, the money that they have received so far was from the Provincial Government and that was particularly tied to alleviating the backlog for students hoping to or attending post secondary education for that. We hope in good faith the University would go ahead and use that money for the original intentions it was given to them for. If this doesn't happen, the USSU would be talking to the Provincial Government.

Councilor Konkin asked if no opposition is adopted by Council, does the Executive plan on communicating its position to the University in any particular way? VP Nystuen noted that the University does have a representative who regularly attends USC meetings, James Pepler. VP Nystuen expects that the Executive will be in contact with Dr. David Hannah about this position. Dr. Hannah has talked to the Executive about different ways of making this work.

Councilor Brown asked if by not providing funding, will this option derail any childcare facility in the future for the USSU. VP Nystuen commented that he can't say that is correct for certain, but the Executive hopes it would not come down to that. Childcare is a very important thing for campus and because of the current financial situation the USSU can't be involved. He also noted that the USSU would work with the University, if needed, to find other ways to help out, with fundraising for example.

7. New Business

8. Questions and Comments

Councilor Clark asked for a clarification on election nominations and the dates. She also asked if MSC forms were available online and if an email could be sent out with regulations as soon as possible. President Hitchings commented that the call for nominations would begin on February 16. He also commented that he would write something up and send it out as soon he can.

Councilor Steele thanked the Executive for providing food.

Councilor Thompson commended the Executive and the USSU for more advertising and support for the Radio Show on Tuesday nights at 7 on CFR.

President Hitchings commented that as some are aware there is currently a by-election underway for the MSC for the College of Arts & Science. There was a slight problem with PAWS allowing any undergraduate student to vote in the election. He has been in contact with PAWS and they can find out who is not in the College of Arts & Science and discard all those votes.

Councilor Brown noted that he had talked to an Arts & Science student who said they weren't able to vote and told her to contact the USSU.

9. Other Business

Councilor Brown would like to put to rest any speculation that he may step down to take over Presidency of ISC, but this is not true. He will not be stepping down from his MSC position. He will hold both positions.

10. Adjournment

Move to adjourn.

USCMotion103: Councilor Thompson/Councilor Goudreau

Carried

Executive Committee

Minutes for Monday January 16, 2012

Present: Scott Hitchings, Kelsey Topola, Reid Nystuen, Alex Ferwerda,
Caroline Cottrell

1. **Call to Order**

The meeting was called to order at 10:40 a.m.

2. **Quorum**

Quorum was present.

3. **Roundtables**

President Hitchings

- Meeting with student re: MSC Arts & Science Election
- Picked up my dad from the airport
- Class
- Executive Meeting
- Meeting with ASSU VP Internal Keith Flysak
- Meeting with Professor
- Meeting with Communications & Services Manager Jason Ventnor
- Class
- Financial Review Meeting
- Meeting re: Campus Legal Services/Classic
- Class
- Meeting with Student
- Class
- Plasma Update
- USC
- Mentee Lunch
- Wrote blog
- Sustainability Board meeting
- Geoff Scott Presentation

VP Topola

- Meeting with PAL's at the ULC
- Meeting with the Executive
- Attending class
- Volunteering at the USSU Pride Centre

- attending APC meeting
- Preparing for and Attending the Student Forum
- Meeting with the Copyright Advisory Committee
- Organizing AAC meeting
- Organizing PAL appreciation event
- Handling academic grievances

VP Nystuen

- Exec meeting
- Write up USSU Position on Childcare
- Prepare for USC, read meeting package
- Type up minutes from Budget and Finance Committee meeting
- Notify clubs of their funding requests results
- Organize and prepare for next Budget and Finance Committee meeting
- Talk to clubs about their funding requests and missing ratification documents
- November Financial Review meeting
- Sign insurance form
- Respond to emails
- Prepare financial update presentation for USC
- Social Committee meeting
- Meeting about getting the Bowl permanently licensed for Welcome Week
- Meeting with student about SLIP
- Class
- Sustainability Committee meeting

VP Ferwerda

- We are treaty people meeting
- Even assessment White Ribbon Campaign
- Exec Meeting
- Meeting with councilor
- -Financial Review Meeting
- Radio Show
- Campus Legal Service/CLASSIC meeting
- Learning Community
- Class
- Sustainability committee
- Sustainability Leadership event

4. **Business**

4.1 Peer to Peer

VP Ferwerda proposed the idea of a mentor to mentee where Councilors can spend some time with an Executive member to get a better idea of what they do on a daily basis. GM Cottrell noted that with the renovations of Place Riel and the USSU offices now being on the second level, the number of drop-ins from students has decreased significantly. It should be made clear to students and Councilors that they can visit the Executive and are accessible. Executive have decided on proposing the idea to Council this week.

4.2 CLS (Campus Legal Services)

A meeting was held with Campus Legal Services', Glen Luther. Unfortunately CLS has taken a back seat to CLASSIC (Community Legal Assistance Services) and would like to possibly partnership with the USSU. GM Cottrell noted that there is the possibility of offering CLS space yet there are money and insurance issues surrounding the idea. Executive agree it's worth looking into further. President Hitchings brought up the idea of charging an extra student fee for the service, which would work out to approximately \$1.50 per term per undergraduate student. VP Nystuen questioned how many students have come to the USSU looking for legal help. The idea will be brought up at Council this week.

4.3 Student Survey

Jason Ventnor was brought in to talk about the Student Survey. The survey is close to being done and he is still waiting on two Executives to submit their questions. Questions should be submitted no later than Tuesday January 17th. Once all questions are in, survey will be finalized and sent out for approval. Executive need to decide what prizes they would like to hand out. VP Nystuen reminded the Executive of the PepsiCo sponsorship. PepsiCo has noted they would provide large prizes, like a mini fridge, as an event prize. VP Nystuen will get in touch with Pepsi to find out what they are willing to contribute. Executive also discussed a cash prize.

4.4 SGM/Exec Project

Jason Ventnor has sent the Ad Hoc Committee the date in which their recommendations for changes to the Bylaw need to be in by for the SGM. Executive should also hold a meeting to discuss any other amendments they would like to submit. Recommendations and amendments will have to be in by January 31, 2012.

4.5 Executive Evaluation

GM Cottrell noted that it is evaluation time at the USSU. In past years the Executive did not receive evaluations, but it is at their discretion as to whether they would like to participate. The evaluation does provide good feedback and how one is perceived in the organization. The Executive was in favor of the evaluation.

4.6 Computer Capital Budget

VP Nystuen talked to USSU IT about the computer budget and what is needed. Executive are encouraged to think of useful technological changes they would like to see in the offices and Council Chambers, for example, printers in their personal offices. GM Cottrell noted that equipment for video conferencing in the Council Chambers would be a good selling point for renting out the room to companies. Ideas will be discussed next week.

4.7 Pharmacy-Nutrition Executive Sponsorship

The College of Pharmacy-Nutrition would like Executive sponsorship for a Body Image/Eating Disorder week.

Move to provide up to \$200 sponsorship for the Body Image event.

EXECMotion084: VP Nystuen/VP Ferwerda

Carried

4.8 Election 2012

GM Cottrell noted that Executive will have to discuss how to deploy deputy returning officers into College buildings most effectively to encourage student voting for MSCs. Executive will need to do a walk through of the Colleges and note where they would like to set up and choose how many locations.

4.9 Bylaw Amendment Meeting

Executive will meet this week to discuss other changes to the Bylaw to be submitted for the SGM.

4.10 EDO

VP Nystuen will be taking his EDO this Friday.

4.11 Good Food Concourse

VP Ferwerda received an email about a partnership with a good food market, which would like to set up in the North Concourse of Place Riel. The idea is a pilot project and is flexible with dates. There is also a possibility of getting the Food Centre involved as well. VP Ferwerda will send out the proposal to the Executive for approval. (See attached)

4.12 Year End Photos

Executive photos will be taken sometime in March for the Council Chambers. Executive would like the photos to be done in black and white.

4.13 Executive Bonding Lunch

VP Nystuen asked if Executive were still in favor of having a bonding lunch each month. Executive concurred.

4.14 Childcare Position

Executive will be meeting with Dave Hannah to talk about the USSU's position on the proposed Childcare Centres. The meeting will be held at 3 p.m. on Tuesday January 17th and all Executive will be present except VP Topola, who has class at that time.

5. **Adjournment**

Meeting was adjourned at 11:45 a.m.

Pilot Project: Mini Produce Market for March, 2012

Description: 12 – 14 different kinds of Fruit and Vegetables will be displayed in baskets on two tables in upper Place Riel near where students congregate to wait for bus. Produce will be priced near whole sale prices for students to purchase. Market will be available for 2 – 3 hours on Thursday afternoons for the month of March (nutrition month).

Dates: March 1, 8, 15, 22, 29

Goals of Market:

- To improve access to affordable and healthy fruit and vegetables for U of S students.
- To increase consumption of vegetables and fruit. Most U of S students consume less than recommended number.
- To increase success of programming through established partners
- To establish U of S as leader in Healthy Campus initiatives

Partners:

USSU:

- Provide space in upper Place Riel for 3.5 hours per week
- Provide three 8 foot tables and 2 – 3 chairs
- Encourage Food Centre staff to work his Thursday hours from Market location
- Advertise in U of S Buzz Bins

Student Health

- Order and coordinate delivery of produce and pick up of left overs
- Provide supplies needed for markets (table clothes, baskets, calculators and float)
- Develop advertising posters and post
- Provide nutrition and health education resources
- Assist in setting up, staffing, and removal of market
- Evaluate use of market

CHEP Good Food Inc

- Order produce from wholesaler
- Pick up leftover produce at end of market

U of S students

- Purchase produce at close to whole sale prices
- Provide their own bags
- Complete evaluation at end of pilot

Nice to know details:

- CHEP Good Food Inc has been coordinating successful produce markets for over one year. Current locations are Thomas Wesley church (Wednesdays), Pleasant Hill School (Monday), St Mary and WPBate schools (Thursday). CHEP has also coordinated similar markets in several Senior's apartment complexes.
- CHEP market coordinator, Rita Hanoski is also one the Health Education Coordinator at Student Health and will be coordinating the pilot.
- Suggested produce: Five – six Fruit such as apples, bananas, oranges, grapefruit, grapes, tomatoes. kiwi. Seven – eight Vegetables such carrots, potatoes, peppers, cucumbers (often local), lettuce, onions, broccoli, cabbage, celery.

Budget & Finance Committee Minutes

January 16, 2012

Present: Alex Ferwerda, Kelsey Froh, Steven Heidel, David Konkin, Jenna Moellenbeck, Reid Nystuen, Justin Wood, Noel Zimmer

Also Present: Caroline Cottrell, Brain Truman, Heather Franklin, Shira Fenyes, Katelyn Frecon, Eric Stusrud, Scott Hitchings

Regrets: None

1. Call to Order

The meeting was called to order at 12:57pm.

Move to adopt the agenda.

BFC Motion51 Froh/Konkin

Carried

2. Call for Quorum

Quorum was present.

3. Board Presentations

3.1 Katelyn Frecon from the Engineering Students Building Bridges club made a funding request presentation asking for materials for the Trotsky Bridge Building Competition.

3.2 Katelyn Frecon also made a presentation for the Civils Club funding request for which she is a Vice-President. They are seeking USSU Credit for a Steak night fundraiser at Louis' for their Grad banquet.

3.3 Heather Franklin and Shira Fenyes presented a funding request for the Women in the Legislature group, which they have helped to start.

3.4 Brain Truman from U of S Concrete Toboggan made a presentation for the funding request asking for funds for materials for their toboggan for the GNCTR.

3.5 Eric Stusrud presented a funding request for the Roundtable 2012 group.

4. Business

A. Ratifications

1.1 Women in the Legislature

1.2 Louis' Trivia Organization

1.3 Sheptytsky Institute SRC

Move to ratify the listed clubs.

BFC Motion52 Heidel/Konkin

Carried

B. Funding Requests

2.1 Engineering Students Building Bridges

Requested \$650 USSU funds and \$350 USSU Credit for materials and poster printing for the Trotsky Bridge Building Competition. Although this event involves travel, the USSU will solely be funding the cost of bridge materials and printing.

Move to approve \$650 USSU funds and \$350 USSU credit.

BFC Motion53 Konkin/Ferwerda

Carried

2.2 Civils Club

Requested \$1,000 of USSU credit to be used for a Steak Night fundraiser at Louis' for their graduation banquet.

Move to approve \$1,000 USSU credit.

BFC Motion54 Nystuen/Moellenbeck

Carried

2.3 Women in the Legislature

Requested \$550 USSU funds and \$450 USSU credit for their Women in the Legislature events. The \$550 funds would be used for a lunch in Regina, speaker honourariums and small miscellaneous costs. The \$450 USSU Credit will be spent as such; \$250 at Louis' for appetizers at a speakers event and \$200 at XL Print and Design for posters and promotions materials.

Move to approve \$550 USSU funds and \$450 USSU credit.

BFC Motion55 Wood/Froh

Carried

2.4 Roundtable 2012

Requested \$1,000 for hosting the national Roundtable conference for all business student societies. The amounts requested were split up between Pepsi product, USSU credit and USSU funds, although they were not sure of the specific allocation they wanted for each. The conference has a extremely large budget and the presenter was unable to demonstrate what exactly the USSU contribution would used towards and how it would impact the conference. The Committee was unsure of this proposal and asked VP Nystuen to contact the group and find out more specifics for the conference and where funding would be allocated and if the conference would be interested in using USSU businesses for their conference. Motion to defer this funding request until the next Budget and Finance Committee meeting.

BFC Motion56 Nystuen/Konkin

Carried

2.5 U of S Concrete Toboggan

Requested \$1,000 for materials for Great Northern Concrete Toboggan Race. They were informed of the new maximums for funding requests and said they would be able to use some USSU Credit for printing at XL Print and Design. Although this event involves travel all the USSU funds would be allocated for materials of the sled.

Move to approve \$650 USSU funds and \$200 USSU credit.

BFC Motion57 Wood/Heidel

Carried

C. Infrastructure Fee Policy Changes

The USSU Executive has approved changes to the Infrastructure Fee Policy after new wording was added to reflect the direction the Infrastructure Fee Reserve should take.

Move to accept the changes to the Infrastructure Fee Policy.

BFC Motion58 Nystuen/Konkin

Carried

5. New Business

No New Business.

6. Questions & Comments

Councilor Moellenbeck asked if it would be possible to hold the monthly financial review meetings at a time that she did not have class so she could attend. VP Nystuen stated that he would look into setting one up at a time that worked for her.

7. Adjournment

Motion to adjourn.

BFC Motion59 Froh/Heidel

Carried

Meeting adjourned at 2:13pm.



Student Infrastructure Fee Terms of Reference

1. Purpose

In March of 2003 a referendum was held which empowered the University of Saskatchewan Students' Union (USSU) to begin collecting a Student Infrastructure Fee. The purpose of this fee is to ensure that the USSU is able to expand and maintain its facilities in a sustainable manner. In the fall of 2007 the fee was increased to enable construction of new space, contiguous with the current Place Riel Student Centre Building, and to renovate the existing building. Students have made a thirty-year commitment to collect an infrastructure fee per student per term to service a debt of 18.3 million dollars for renovation and expansion. However, it is recommended that the fee be permanent in order to provide continual contributions to a building reserve fund.

The funds collected through the Student Infrastructure Fee are to be maintained within a separate trust fund (Student Infrastructure Fund) managed by the USSU on behalf of past, current and future students. The fund is to be governed by the USSU's financial policies and practices.

The USSU will invest any Infrastructure Fee surplus until a fund of \$750,00.00 is achieved while simultaneously recognizing that portions of the reserve may be used for regular capital expenditures to maintain the integrity of the Memorial Union Building and Place Riel. Once a fund of \$750,000.00 is achieved any further surpluses will be allocated as follows: CPI portion of the fee to the reserve fund; the remainder to paying down the thirty-year debt.

2. Expenditures

The Student Infrastructure Fee and the Student Infrastructure Fund are to be used for planning and design, capital purchases, renovations, and building construction relating to USSU facilities only.

3. Release of Funds

In normal circumstances and in order to release funds from the Student Infrastructure Fund, a motion must be made to this effect by USC at least one week prior to voting at a regular council meeting **if this request is made outside the normal yearly budgeting process and is not covered by the Expenditure of Money Policy.**

4. Release of Funds for the 2009-2011 Renovation

The 2009-2011 renovation of the Place Riel Student Centre will be financed from outside the USSU and accounted through the University of Saskatchewan's Facilities Management Division. Financial management of the project will be a joint venture between the USSU, FMD and the project manager, as appointed by Saunders Evans Architects. KPMG will audit. The complexities of the project require obtaining permission from University Students' Council to proceed on a project basis rather than on the basis of each \$1000.00 expenditure. Thus, for the purposes of the renovation and expansion, Article 3 is suspended.

5. Amendment of Terms

The authority to amend the terms of reference for the Student Infrastructure Fee is held by the USSU's University Students' Council (USC). In order to amend the terms, a motion must first be endorsed by a majority of the USSU's Operations and Finance Board. The motion must then be presented separately to the USC, at least one week prior to voting at a regular council meeting, and passed by a 2/3 majority of all voting members of council.

Contact Information: President 966-6965			
Policy Authority: University Students' Council			
<u>Approvals</u>	<u>Board/Committee</u>	<u>Date</u>	<u>Motion</u>
Created/Adopted	USC	04/03/03	USC247
Amended	USC	03/13/08	USC155

Sustainability Committee Meeting
Friday January 13, 2012

Present:

Alex Ferwerda
Reid Nystuen
Annie Lucas
Mike Stevens
Dan McLaren

- I. Call to order 3:16 Friday 13th, 2012
- II. Adoption of the agenda Lucas/Nystuen
- III. Business:

Sustainability Policy

The sustainability members discussed the policy generally. There was concern surrounding the effectiveness of the policy and if any proper recourse was explicit in the policy for being in violation of the document. The policy with amendments and remarks from VP Ferwerda was assessed line by line. It was decided the policy ought to be sent out to the members so each could have some time to reflect on the document.

Brainstorming/Planning event(s)

It was decided that either a week or a day event would take place in March around World Water Day. A meeting between Oxfam and the Office of Sustainability will be taking place shortly to organize and plan this event.

IV. Questions and Comments

V. Adjournment Stevens/Mclaren

**2011-2012
USC Attendance**

Name	Sept. 22	Sept. 29	Oct. 6	Oct. 13	Oct. 20	Oct. 27	Nov. 3	Nov. 10	Nov. 17
Anderson, Alyssa	P	P	P	P	P	P		NM	R
Anderson, Faye		P	P	P	P	P		NM	P
Bozek, Jennifer	P	P	P	P	P	P		NM	P
Brown, Jared	P	P	P	P	P	P		NM	P
Clark, Jessalyn	P	P	P	P	P	P		NM	P
Darker, Autumn	P	R	R	P	P	P		NM	R
Ferwerda, Alex	P	P	P	P	P	P		NM	P
Froh, Kelsey	P	R	R	P	P	P		NM	P
Gartner, Adam		P	R	P	P	P		NM	R
Goudreau, Rylan	P	P	P	P	P	R		NM	P
Hitchings, Scott	P	P	P	R	P	P		NM	P
Konkin, David	P	P	P	P	P	P		NM	P
Lucas, Annie		P	P	R	P	P		NM	P
Moellenbeck, Jenna		P	R	P	P	P		NM	P
Nystuen, Reid	P	P	P	P	P	P		NM	P
Paton, Gillian	P	R	P	P	P	P		NM	R
Sinclair, Baylie	P	P	P	P	P	P		NM	P
Steele, Desiree	P	P	P	P	P	R		NM	P
Stenerson, Adam	P	P	R	R	P	R		NM	P
Stevens, Michael	P	P	P	P	P	P		NM	P
Thompson, Leon	NYA	P	P	P	P	P		NM	P
Topola, Kelsey	P	P	P	P	P	P		NM	P
Tyler, Lesley	NYA	NYA	NYA	P	P	P		NM	P
Zimmer, Noel	P	P	P	R	P	P		NM	P

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

**2011-2012
USC Attendance**

Name	Nov. 24	Dec. 1	Jan. 5	Jan. 12					
Anderson, Alyssa	P	P	P	P					
Anderson, Faye	P	P	P	P					
Bozek, Jennifer	P	P	P	P					
Brown, Jared	P	R	P	P					
Clark, Jessalyn	P	P	P	P					
Darker, Autumn	P	P	P	P					
Ferwerda, Alex	P	P	P	P					
Froh, Kelsey	P	P	P	P					
Gartner, Adam	P	P	P	P					
Goudreau, Rylan	R	P	P	P					
Hitchings, Scott	R	P	P	P					
Konkin, David	P	P	P	P					
Lucas, Annie	R	P	P	P					
Moellenbeck, Jenna	P	P	P	P					
Nystuen, Reid	P	P	P	P					
Paton, Gillian	R	P							
Sinclair, Baylie	P	P	P	P					
Steele, Desiree	R	P	P	P					
Stenerson, Adam	P	P	P	P					
Stevens, Michael	P	P	P	P					
Thompson, Leon	P	P	P	P					
Topola, Kelsey	P	P	P	P					
Tyler, Lesley	R	P	P	P					
Zimmer, Noel	P	R	P	P					

P - Present; R - Regrets; A - Absence; NYA - Not Yet Appointed; NM - No Meeting

