



**AGENDA - SRA 16H**  
STUDENT REPRESENTATIVE ASSEMBLY  
October 16, 2016 at 10:00am  
Council Chambers, GH 111

**PROCEDURE**

Call of the Roll, Playing of National Anthem, Territory Recognition, Adoption of Agenda, Announcements from the Chair, Adoption of SRA Minutes 16G, Delegation from the Floor, Report Period, Information Period, Question Period, Business Arising from the Minutes, Business, Committee Business, Unfinished Business, New Business, Time of Next Meeting, Call of the Roll, Adjournment

*The SRA would like to recognize today that we are situated on traditional Haudenosaunee and Anishnaabe territories through the 'Dish with One Spoon Wampum Treaty'.*

**DELEGATION FROM THE FLOOR**

- |           |                 |
|-----------|-----------------|
| 1. Ombuds | Carolyn Brendon |
|-----------|-----------------|

**REPORT PERIOD**

- |                             |           |
|-----------------------------|-----------|
| 1. Nursing                  | Ragnanan  |
| 2. Science                  | Baiden    |
| 3. Social Sciences          | Farah     |
| 4. External Affairs         | Liu       |
| 5. University Affairs       | Hsu       |
| 6. Executive Board          | Farah     |
| 7. Vice-President (Finance) | MacDonald |

**BUSINESS**

- |  |               |
|--|---------------|
| 1. Recess for meeting of MSU Incorporated                    | Monaco-Barnes |
| 2. Open one (1) SRA Seat on Elections Committee              | Nadarajah     |
| 3. Close one (1) SRA Seat on Elections Committee             | Nadarajah     |
| 4. Open one (1) SRA Seat on Tuition Task Force               | Oliver        |
| 5. Close one (1) SRA Seat on Tuition Task Force              | Oliver        |
| 6. MSU Governance Ad HOC Committee                           | Dales         |
| 7. Exclusive Club Card Referendum - MSU Stance               | MacDonald     |
| 8. MSU Procedure for Initiating Referenda                    | MacDonald     |
| 9. Ratify MSU Delegates to OUSA's 2016 Fall General Assembly | Oliver        |
| 10. MSU Constitution Recommendation                          | Oliver        |

## MOTIONS

1. **Moved** by Monaco-Barnes, **seconded** by \_\_\_\_ that the Assembly recess and move into Corporate Meeting of MSU Incorporated.
2. **Moved** by \_\_\_\_, seconded by \_\_\_\_ that the Assembly open nominations for one (1) SRA Seat on the Elections Committee.
3. **Moved** by \_\_\_\_, seconded by \_\_\_\_ that the Assembly close nominations for one (1) SRA Seat on the Elections Committee.
4. **Moved** by \_\_\_\_, seconded by \_\_\_\_ that the Assembly open nominations for one (1) SRA Seat on the Tuition Task Force.
5. **Moved** by \_\_\_\_, seconded by \_\_\_\_ that the Assembly close nominations for one (1) SRA Seat on the Tuition Task Force.
6. **Moved** by Dales **seconded** by \_\_\_\_ that a *Governance Ad Hoc Committee* be struck for the duration of the fall and winter semesters of the Student Representative Assembly (2016-2017) under the presented terms of reference.
7. **Moved** by MacDonald, **seconded** by Monaco-Barnes that the SRA take a negative stance on the Exclusive Club Card referendum and use the full capacity of the MSU's financial and communications resources to recommend to students that they should vote no in the upcoming referendum.
8. **Moved** by MacDonald, **seconded** by Nadarajah that the SRA formally task Bylaws and Procedures committee to investigate MSU procedure for initiating referenda, recommend changes to eliminate opportunities for abuse within our current structure and report back to this assembly before November 27th, 2016 with options for constitutional or bylaw amendments.
9. **Moved** by Oliver, **seconded** by \_\_\_\_\_ that the Assembly ratify the following delegates for the MSU's delegation to OUSA's 2016 Fall General Assembly: Blake Oliver, Justin Monaco-Barnes, Ryan MacDonald, Victoria Liu, Megan Hsu, Sandy Tat, Daniel D'Souza, Ryan Deshpande, Sarah Giacobbo, and David Lee.
10. **Moved** by Oliver, **seconded** by MacDonald that the Assembly make a negative recommendation for the changes to the MSU Constitution based on the petition submitted to the Vice-President (Administration).



**Student Representative Assembly Meeting 16H**  
**Sunday, October 16, 2016 at 10:00am**  
**Council Chambers, GH111**

**Called to Order at 10:07 am**

**CALL OF THE ROLL**

<b>Present</b>	Almeida, Anbalagan, Areghan, Baiden, Bengizi, Cole, Dales, D' Souza, Eom, Farah, Flowers, Hsu, Inigo, Kula, Lee, Lightstone, Long, MacDonald, Monaco-Barnes, Nadarajah, Ngo, Oliver, Ragnanan, Robinson, Shingleton-Smith, Threndyle
<b>Absent Excused</b>	Beley, McBride, Mertens, Pita, Quinn, Rudge
<b>Absent</b>	
<b>Late</b>	
<b>Others Present</b>	Carolyn Brendon (Ombuds), Alex Wilson (Maccess Coordinator), Victoria Liu (External Affairs Commissioner), Patricia Kousoulas (MSU Member), Urszula Sitarz (MSU Member), Robyn Fishbein (MSU Member), Sarah Jama (MSU Member), E. Ferguson (Recording Secretary)
<b>Chair</b>	Genya Oparin

**TERRITORY RECOGNITION**

- The SRA would like to recognize today that we are situated on traditional Haudenosaunee and Anishnaabe territories through the 'Dish with One Spoon Wampum Treaty'.

**ADOPTION OF AGENDA**

**Moved** by Shingleton-Smith, **seconded** by Baiden that the agenda be adopted, as presented.

**Amendment**

**Moved** by Oliver, **seconded** by Cole that Business item #9 be struck from the agenda.

- Oliver stated that one of the OUSA assembly delegates may have a scheduling issue so she would like to hold off until the next meeting.

**Vote to Amend**

**Passes Unanimously**

**Vote to Adopt Agenda**

**Moved** by Shingleton-Smith, **seconded** by Baiden that the agenda be adopted, as amended.

**Passes Unanimously**

**ANNOUNCEMENTS FROM THE CHAIR**

- The Chair asked for observers to please sign and circulated the Observer's List at the back. The Chair requested those who have yet to sign up to do Maroon minutes to please do so after the meeting as it is mandatory.

**ADOPTION OF MINUTES**

**Moved** by Bengizi, **seconded** by MacDonald that the Assembly adopt the minutes from SRA meetings 16G – September 25, 2016, as circulated.

**Passes Unanimously**

#### **DELEGATION FROM THE FLOOR**

##### **1. Ombuds**

**Moved** by MacDonald, **seconded** by Oliver that the parameters be set at 15 minutes for the presentation and 10 minutes for questions.

**Passes Unanimously**

- Carolyn Brendon went over her presentation with the Assembly.

#### **Questions**

- Ragnanan asked if there is a policy in place if a professor will not let a student see their final exam. C. Brendon stated that the student is to email the department chair and an opportunity should be set up. She stated the policy could be found on the University Secretariat website.
- Ragnanan asked if Ombuds would be the correct place to go if the department chair said no to showing a student their exam. C. Brendon stated that Ombuds is always an option if a student is unsure of their rights.
- A. Wilson stated students have complained that once they submit a petition for an accessibility reason they are unable to receive consideration for a petition again. C. Brendon stated that her view is that petitions should not be used for disability related reasons as they should always be entitled to accommodation. She is advocating for accommodations to strictly go through Student Accessibility Services only.
- MacDonald asked if they have seen any emerging trends with the usage of Ombuds. C. Brendon stated that the University has better policies and procedures than it had in the past so there are fewer complaints about certain kinds of problems. She stated she has seen a trend around issues of human rights as people are more aware of their rights. C. Brendon stated that grade appeals are always consistent year to year.
- Ngo asked if someone from the SRA could represent several students on a specific issue within a department. C. Brendon stated that anyone can come talk to her and get advice on how to manage problems. She stated she would be able to generate options with the information given to her.
- Almeida asked if students can discuss issues from prior years. C. Brendon said yes.
- Lightstone asked if the SRA could provide any resources to Ombuds that would be helpful. C. Brendon stated that although she gets support through the MSU, the office itself is not well funded and she would be able to do more if better resourced.

#### **REPORT PERIOD**

##### **1. Nursing Caucus – Ragnanan presented**

- Ragnanan summarized the report.

##### **2. Science Caucus – Baiden presented**

- Baiden summarized the report.

#### **Questions**

- Nadarajah asked if Baiden could speak more on what each caucus member will be doing this year. Baiden stated that aside from the caucus year plans, each individual is creating their own year plan that is due next week.

### **3. Social Sciences Caucus – Farah presented**

- Farah summarized the report.

#### **Questions**

- Nadarajah asked if the Town Hall event was the same as the MSSS General Assembly. Cole stated that it would begin with the General Assembly and then break in to a town hall open forum. Cole explained that within the Social Sciences community there is a strong connection to the MSSS, so this event was created to give more exposure to the MSU.
- Lightstone asked how the relationship between SRA Social Sciences and the MSSS has been in previous years. Shingleton-Smith responded that last year there was no consistency in meetings with the MSSS however; there has never been any conflict. Cole added that they were working to ensure that will not happen again.
- Nadarajah asked if there was any progress on the feedback forum that was spoken about in the last caucus report. Shingleton-Smith stated that he has reached out to the MSSS and there should be an update soon.

### **4. External Affairs Commissioner – Victoria Liu presented**

- Liu summarized the report.

### **5. University Affairs Commissioner – Hsu presented**

- Hsu summarized the report.

### **6. Executive Board – Farah presented**

- Farah summarized the report.

### **7. Vice-President (Finance) – MacDonald presented**

- MacDonald summarized the report.

#### **Questions**

- Shingleton-Smith asked why TwelvEighty does not advertise that they have 50% cheaper food. MacDonald stated that with the help of Michael Wooder there will be a lot of changes happening in the next coming weeks on the marketing and communications of the business units. He reported that TwelvEighty will potentially be giving away 100 pounds of chicken wings to promote wing nights. MacDonald stated that it was important that the processes are run by a full time staff member that will be here beyond the Board. MacDonald added that the first TwelvEighty ping pong night will be on November 7.
- Farah asked for more information on the MSU Emergency Bursary and if MacDonald was on that board. MacDonald stated that Student Financial Aid and Scholarships administers it. He will be having a meeting in a few weeks to discuss the usage so far. MacDonald stated that it will be promoted more.
- Lightstone asked how the organization was doing financially compared to what was expected as of now. MacDonald stated that the budget was very aggressive. Part time services are doing a great job meeting the budget and the business units are doing fairly well. He stated that student fees are much higher than dictated in the actual budget.
- Anbalagan asked if there will be more water refill stations in conjunction with the removal of bottled water from Union Market. MacDonald stated that Union Market will be single-use plastic water bottle free as of January 1, 2017. He added that the MSU was working with Hospitality Services to follow suit. Oliver added that they are moving to boxed water to avoid students buying more bottled soft drinks which has happened at other universities who removed their single use water bottles. Oliver stated that at the upcoming budget submission they will be asking the University to go water bottle free. Having more refill stations will be a topic brought up with the University as discussions continue.

- Lee asked if there will be a budget breakdown event similar to what have happened in the past. MacDonald stated that on November 15 the Financial Transparency Fair, which will be renamed, will be taking place in the MUSC Atrium. He stated the intention is to take existing graphics on the budget breakdown and print them on wide format prints. MacDonald explained that the Tuition Task Force wanted to break down the University fees as well.

### **INFORMATION PERIOD**

- Oliver reported that the first ever MSU Policy Conference is taking place November 12 and hoped that everyone could attend. The event is to get a better understanding on the policy papers and stances that the MSU is taking. Registration and logistics will be up this week. Oliver asked everyone to please share. Oliver stated that Teaching Awards nominations are open until Friday October 21. Oliver asked that everyone partake in and promote a survey from the Advocacy Street Team that will gather information for the #MacTalks campaign. The survey closes October 31.
- MacDonald reported that the Student Assistance Program will launch on October 17 and asked everyone to please promote. He noted that as the year progresses the advertising will focus on the individual components of the service. MacDonald reported that on October 25 and 28 he will be hosting student space focus groups and will need volunteers to help out. MacDonald stated that on October 30 Sean Van Koughnett will be coming in to do a delegation from the floor on the student space expansion and the Athletics and Recreation expansion fee. He reported that following the presentation there will be a vote to send it to referendum. MacDonald requested volunteers for the November 15 Financial Transparency Fair.
- Nadarajah reported by-election nominations will be taking place October 20 - October 27 and campaigning will happen from October 31 - November 3. She reminded that two Business and one Social Sciences seat are open.
- A. Wilson asked everyone to please share the survey on the Accessibility Forum.
- Biden reported that SCSN is hiring community connectors.

### **BUSINESS**

#### **1. Recess for meeting of MSU Incorporated**

**Moved** by Monaco-Barnes, **seconded** by Nadarajah that the Assembly recess and move into Corporate Meeting of MSU Incorporated.

**Passes Unanimously**

**Called to Order at 11:38 am**

#### **CALL OF THE ROLL**

<b>Present</b>	Almeida, Anbalagan, Areghan, Biden, Bengizi, Cole, Dales, D' Souza, Eom, Farah, Flowers, Hsu, Inigo, Kula, Lee, Lightstone, Long, MacDonald, Monaco-Barnes, Nadarajah, Ngo, Oliver, Ragnanan, Robinson, Shingleton-Smith, Threndyle
<b>Absent Excused</b>	Beley, McBride, Mertens, Quinn, Rudge
<b>Absent</b>	
<b>Late</b>	Pita
<b>Others Present</b>	Carolyn Brendon (Ombuds), Alex Wilson (Maccess Coordinator), Victoria Liu (External Affairs Commissioner), Patricia Kousoulas (MSU Member), Urszula Sitarz (MSU Member), Robyn Fishbein (MSU Member), Sarah Jama (MSU Member), E. Ferguson (Recording Secretary)
<b>Chair</b>	Genya Oparin

**2. Open one (1) SRA Seat on Elections Committee**

**Moved** by Robinson, **seconded** by Lee that the Assembly open nominations for one (1) SRA Seat on the Elections Committee.

**Passes Unanimously**

**3. Close one (1) SRA Seat on Elections Committee**

**Moved** by MacDonald, **seconded** by Dales that the Assembly close nominations for one (1) SRA Seat on the Elections Committee.

**Nominations**

- Anbalagan – Lightstone – declined
- Flowers – Dales – accepted

**Vote on Motion**

**Passes Unanimously**

- Dales won by acclamation.

**4. Open one (1) SRA Seat on Tuition Task Force**

**Moved** by Bengizi, seconded by Oliver that the Assembly open nominations for one (1) SRA Seat on the Tuition Task Force.

**Passes Unanimously**

**5. Close one (1) SRA Seat on Tuition Task Force**

**Moved** by Oliver, seconded by MacDonald that the Assembly close nominations for one (1) SRA Seat on the Tuition Task Force.

- Oliver explained that due to students been away on reading week the MSU seat on Tuition Task Force will be opened next meeting.

**Nominations**

- Bengizi – Farah – accepted

**Vote on Motion**

**Passes Unanimously**

- Farah won by acclamation.

## 6. MSU Governance Ad Hoc Committee

**Moved** by Dales **seconded** by Lightstone that a *Governance Ad Hoc Committee* be struck for the duration of the fall and winter semesters of the Student Representative Assembly (2016-2017) under the presented terms of reference.

- Dales stated that his intention was for the Committee overview the entire structure of governance in a broad way.
- Nadarajah stated that there are some aspects of the terms of reference she would like to see changed. Nadarajah suggested having the Speaker as the chair of the committee. She suggested that either J. Bauman or V. Scott sit on the committee to give historical context. Nadarajah stated that the timelines will need to be changed. She recommended coming back with a new terms of reference at the next meeting.
- Threndyle asked how it will be evaluated if the current governance structure is working.
- Dales stated that the committee could look at comparable schools and see what avenues that the MSU does well or does not do well in comparison. He stated another option is to look at other not-for-profit organizations to see how they run.
- Baiden asked if the point of the committee was to bring back recommended changes.
- Dales stated the point was to first review, and then provide recommendations on possible role changes or job description changes.
- A. Wilson stated that it is important to get the Speaker's consent before making them the Chair of the Committee and suggested Monaco-Barnes as another option.
- Nadarajah suggested looking at the role of Commissioners and if they should be Associate Vice Presidents, look at support for the Vice-President (Administration) role, and the SRA election timeline. She stated that democratic reform has been a discussion for a long time so there are past resources but it was also important to explore new avenues.
- MacDonald commended Dales for putting the current terms of reference together but stated that it needed some minor changes and hoped that this will be brought back for the next meeting.
- Hsu stated that she was concerned that the scope was very broad and would like to see some examples of what would be investigated.
- Lightstone asked if there was a proposed meeting schedule.
- Dales stated that it could be weekly or bi-weekly depending on the availability of those on the committee.

**Moved** by Lee, **seconded** by Dales to table Business item #6 to SRA 16I with updated terms of reference.

- Lee stated that he can work with Jason to make the terms of reference better and strike it at the next meeting.

### Vote on Motion

**Passes Unanimously**

**Moved** by Lightstone, **seconded** by Threndyle that the Assembly recess for 30 minutes.

**Passes Unanimously**

**Recessed at 12:03 pm**

**Called to Order at 12:36 pm**

## **CALL OF THE ROLL**

<b>Present</b>	Almeida, Anbalagan, Areghan, Baiden, Bengizi, Cole, Dales, D' Souza, Eom, Farah, Flowers, Hsu, Inigo, Kula, Lee, Lightstone, Long, MacDonald, Monaco-Barnes, Nadarajah, Ngo, Oliver, Ragnanan, Robinson, Shingleton-Smith, Threndyle
<b>Absent Excused</b>	Beley, McBride, Mertens, Quinn, Rudge
<b>Absent</b>	
<b>Late</b>	Pita
<b>Others Present</b>	Carolyn Brendon (Ombuds), Alex Wilson (Maccess Coordinator), Victoria Liu (External Affairs Commissioner), Patricia Kousoulas (MSU Member), Urszula Sitarz (MSU Member), Robyn Fishbein (MSU Member), Sarah Jama (MSU Member), E. Ferguson (Recording Secretary)
<b>Chair</b>	Genya Oparin

### **7. Exclusive Club Card Referendum - MSU Stance**

**Moved** by MacDonald, **seconded** by Monaco-Barnes that the SRA take a negative stance on the Exclusive Club Card referendum and use the full capacity of the MSU's financial and communications resources to recommend to students that they should vote no in the upcoming referendum.

- MacDonald went over the memo with the Assembly. MacDonald stated that an individual that was not an MSU member hired students to put forward a petition for a discount card that involved 31 businesses in Hamilton. MacDonald recognized that there may be some level of desire to have a discount card and it would be at the discretion of the Assembly to task the organization to create one. He stated that Mac Farmstand has a free card that only took a few weeks to put together and has great discounts. MacDonald explained that the Almanac, which is distributed every year, has coupons and discounts while generating advertising revenue for the organization. MacDonald stated he feels strongly that the Assembly should take a negative stance and vote in favour of this motion.
- Monaco-Barnes stated that this was an irresponsible way to spend \$100,000 of student money and does not benefit students.
- Shingleton-Smith asked if there was any way to stop this from happening in the future.
- MacDonald stated that there will be a motion regarding that later on in the meeting.
- Robinson asked how the resources would be used if the motion passed.
- MacDonald explained that in the past posters were used. He stated that the communications team would be involved and promotional material would be created.
- S. Jama stated that students spent a lot of time to get the signatures for this position and that taking a negative stance would set a precedent to disagree with future referenda. She stated that this was an opportunity to empower students to make their own choice.
- Lightstone stated that MES already has a discount card that was free to students, and having a corporation coming in to try and make money off of something that the MSU could do itself was not right. He stated that setting a bad precedent was not a valid excuse as any future SRA group would not be forced to follow.
- Bengizi encouraged the Assembly to vote this down as she believed students can make these decisions on their own. She suggested promoting the Almanac as a way to let students know what was already offered to them.
- Farah asked how many copies of the Almanac are printed.
- MacDonald stated that if it is the will of the Assembly the amount printed could be increased. Currently 6,000 are printed, and the Survival Guide comes out mid-year with coupons as well. MacDonald stated that the Assembly can vote against the recommendation if they are interested in this card. He explained the merit of

this conversation was that this was evidently a poor use and value for student money and the SRA is tasked with being able to say what is best for the organization and for students.

- Cole stated that it was clear that there is no value in this for students and it was sad to see a corporation trying to make money this way. He explained he would be voting in favour of this motion because his constituents elected him to make good decisions on their behalf.
- Nadarajah stated that she agreed with S. Jama to keep in mind the influence the SRA has on students, however, the process of initiating this referendum was not a student coming in independently, but an external company that paid students.

**Moved** by Lee, **seconded** by Almeida to Call to Question.

In Favour 23 - Opposed 2 - Abstentions 2

Opposed - Areghan, Bengizi

Abstained – Ngo

**Motion Passes**

#### **Vote on Main Motion**

**Moved** by MacDonald, **seconded** by Monaco-Barnes that the SRA take a negative stance on the Exclusive Club Card referendum and use the full capacity of the MSU's financial and communications resources to recommend to students that they should vote no in the upcoming referendum.

In Favour 24 - Opposed 2 - Abstentions 1

Opposed – Bengizi, Farah

Abstained – Dales

**Motion Passes**

#### **8. MSU Procedure for Initiating Referenda**

**Moved** by MacDonald, **seconded** by Nadarajah that the SRA formally task Bylaws and Procedures committee to investigate MSU procedure for initiating referenda, recommend changes to eliminate opportunities for abuse within our current structure and report back to this assembly before November 27th, 2016 with options for constitutional or bylaw amendments.

- MacDonald stated that it was a clear issue that there is no protocol in the existing procedures to limit a large company's ability to come in and initiate referenda. He stated he would like to task the Bylaws and Procedures Committee to investigate and suggest changes so something like the ECC referendum cannot happen again.
- Nadarajah stated that this was not the first time an external body has initiated a referendum so it is worth looking in to.
- Lightstone asked what could be changed within the limits of the constitution.
- MacDonald stated that if it was a change to the constitutional amendment it could be anything as long as it does not go against guidelines set by the province.

#### **Vote on Motion**

**Passes Unanimously**

## 9. MSU Constitution Recommendation

**Moved** by Oliver, **seconded** by MacDonald that the Assembly make a negative recommendation for the changes to the MSU Constitution based on the petition submitted to the Vice-President (Administration).

- Oliver reported that since 2012, three different committees have been struck to investigate democratic reform. Each committee has recommended the internal process with modifications being applied this year. She stated that in an at-large system for Presidential elections, there have been only three female presidents ever elected. Oliver explained that even with the MSU Wants YOU working group to remove barriers for minorities and women, in at-large elections there is still a clear barrier. She stated she would like to see the process continue. Oliver explained that there currently is no system suggested on how at-large Vice Presidential elections would run if the referendum passed.
- MacDonald stated that the role of the SRA was to maintain principles and to advance objectives. He stated that the current system was a highly transparent and rigorous hiring process and that Assembly members spend 15-25 hours meeting with every candidate before the election and challenging them. MacDonald explained that President shapes the direction of the portfolios so if the elections coincided it could lead to issues with the Board of Directors having conflicting visions. MacDonald stated that is it role of the SRA to represent students interests and that voting in favour of a negative stance does not make a member against transparency. He stated that 2600 abstentions has never happened in the past and thinks that shows a clear disinterest in this subject.
- Lightstone explained that he will be voting up this motion because the current election process works well and has for many years.
- Areghan stated that he does not feel it was the right of the SRA to place a negative stance on this and will be voting the motion down.
- Bengizi stated that she ran for the SRA mainly because she saw the problems of the internal elections and strongly campaigned on the Vice President at-large referendum last year. She stated that thousands of students voted yes and clearly saw a problem with the current system. Bengizi stated that internal elections can be popularity contests. Bengizi explained that there were many problems getting the word out last year and believed that was why there were so many abstentions. She explained she will be voting this down and would like to take a neutral stance as that will represent all student voices.
- S. Jama stated that the referendum lost last year by 17 votes and there was not a 'No' side established. She explained she would like to see the work done for a 'No' side and that would mean some people stepping down and taking a pay cut to advocate for their stance.
- Ragnanan stated that it was unfair to say that the whole Assembly believes one side, so neutral would be the best option.
- Farah stated that the question was not clear last year and that could have been the reasoning for the amount of abstentions. She explained that she thought that the SRA should remain neutral.
- Dales explained that he has yet to speak with a constituent in Engineering who voted yes to the elections being at-large, and so for that reason he will be voting this motion up.
- Shingleton-Smith stated that last year there was only a 'yes' team so that should be kept in mind with the 17 vote difference.
- Lightstone stated that this same thing went to referendum nine months ago. He questioned if the SRA was really listening to students voices, and if so then why are they not standing by the result. He explained that by taking a negative stance it is not saying that students are unable to make their own decision.

- Bengizi stated she hoped that there will be a 'no' campaign this time.
- MacDonald stated that this body has the authority to take a stance and has done so fifteen times since 1978. He reaffirmed that there was no at-large election system in place if this passes and it was not well enough thought out. MacDonald stated that taking a neutral stance would be deferring the responsibility this body was elected to have.
- Baiden stated that students could participate in the discussions with the vice-presidential candidates before the elections with the current system, and should be included more. He stated that each role was completely different and needs to be analyzed individually. Baiden explained he would be open to discussing a Vice President Education election at large but believes the Administration and Finance roles are best in the current system. He stated that it is important to take a negative stance because it is not well thought through right now.
- Hsu stated that telling student leaders to step down from their paid positions was an unfair statement; as not everyone is in a financial position to do so.
- S. Jama stated that the organization would not fall apart if a Board of Directors member took a leave of absence. She explained she would like to see a fair amount of work come in from the 'no' side. S. Jama stated that even though people were tired of the presidential election last year they still voted yes for the at-large system.
- Nadarajah stated that the MSU embodies more than the 600 voices of people who signed the petition, and out of the 22,000 other students the results were very divisive. She stated that although she would like a neutral stance there were many things she did not like about this question. Nadarajah explained that it seemed counterintuitive that if the referendum passes the system of how the at-large elections will work would be in the hands of the SRA. She also stated that as a female it is not easy to run at large. Nadarajah explained that the difference between taking a stance on this referendum as opposed to the ECC referendum is that this has been initiated because students have questioned whether the SRA should be internally making these decisions.
- Lee asked what the true implication of the stance will be.
- MacDonald explained that this motion would not commit the MSU to running a 'no' side, however, a 'no' side could advertise the SRA took a negative stance. He explained it would be up to the Elections Committee if there would be a preface before the question explaining the stance the SRA took.

## **Amendment**

**Moved** by Bengizi, **seconded** by Nadarajah that the motion be amended to read: " Moved by \_\_\_\_\_, seconded by \_\_\_\_\_ that the Assembly make a neutral recommendation for the changes to the MSU Constitution based on the petition submitted to the Vice-President (Administration)".

- Bengizi stated that a neutral stance was best because then the SRA is not taking a side.
- Oliver encouraged the Assembly to vote this amendment down as she believed a neutral stance was a deferral of responsibility. She stated that as SRA members they are in a position to be more informed. Oliver explained that the recommendation by past committees has always been negative and it is very appropriate to take on a stance the MSU constitution.
- Areghan stated he will be voting this up. He stated anyone can go out and take a side during campaigning.
- Kula stated she would like to have an actual stance and advise students. She stated that last year when the SRA was neutral many constituents did not understand what that meant.
- Robinson stated he will be voting this amendment down as he felt that many students are unaware that the SRA will be the ones to pass the election procedures if the referendum passes.

- Threndyle stated that students who do not have the opportunity to be as involved should be able to trust a recommendation given from the SRA and this was an important topic that they should be advised on.
- Farah stated that students will be able to be better educated on both sides if the SRA takes a neutral stance.
- Bengizi stated that taking a negative stance was insulting to the students who signed the petition to have it go to referendum again. She stated that members of the Assembly and constituents have very different opinions so out of respect she urged everyone to vote for a neutral stance.
- S. Jama stated that in response to people saying this should not move forward because there was no solution if the referendum passes, that there is research from past years and recommendations for systems to use. She stated that the system could be changed back if students did not end up liking an at-large system. S. Jama stated she would like to see a fair campaign with a 'yes' and 'no' side.

**Moved** by Oliver, **seconded** by Threndyle to Call to Question.

In Favour 13 - Opposed 12 - Abstained 2

Opposed - Anbalagan, Almeida, Anbalagan, Bengizi, Cole, D'Souza, Farah, Hsu, Inigo, MacDonald, Nadarajah  
Abstain – Baiden, Ngo

**Motion Fails**

- D'Souza stated that the number of abstentions could show the lack of outreach as representatives on this topic. She stated that the biases that occur in internal elections can also occur in at large elections.
- Nadarajah stated that those who are against the VP at-large elections are viewed as undemocratic or against transparency which is a challenge with running a 'No' side. She explained that those who are against it are not conforming and have just as much of a right to their opinion.
- Almeida stated that she does not think it was fair to have a negative stance as it will sway a lot of student votes without them educating themselves.
- MacDonald stated that it was an invalid argument to say if the Assembly cannot unanimously agree then they cannot take a stance as making hard decisions is what they are elected to do. He stated that nobody has proposed a new structure, and no one has proposed a solution if the VP Education and the President have fundamentally different beliefs. MacDonald stated that until this is thought out or fully developed they should feel obligated to take a negative stance. He stated he would like to hear a debate as to why VP at large is a good decision.
- Pita stated that it is important to express what the SRA thinks is best because it is the body that will be responsible for creating the new system if it passes.
- Baiden stated that all students in a faculty will not have the same opinion so it is impossible to vote solely on what constituents have said. He stated he would like to make a decision that he is able to best explain if a constituent asked.

**Moved** by Kula, **seconded** by Pita to Call the Question.

In Favour 13 - Opposed 13 - Abstentions 2

Opposed – Almeida, Anbalagan, Areghan, Cole, Eom, Hsu, Inigo, Lee, MacDonald, Mertens, Nadarajah, Robinson  
Abstain – Baiden, Ngo

**Motion Fails**

**Moved** by Nadarajah, **seconded** by Areghan to exhaust the speakers list.

### Passes Unanimously

- Nadarajah stated that she has many questions about the internal process and the impact of presidential teams and relationships within the Assembly.
- Lee stated he abstained in the referendum last year because he did not feel well educated. He stated he will be voting this amendment down because as the people with the privilege to have greater knowledge on this subject, they should be giving students a recommendation.

### Vote on Amendment

In Favour 10 - Opposed 16 - Abstentions 1

Opposed – Anbalagan, Baiden, Cole, Flowers, D'Souza, Kula, Lee, Lightstone, Long, MacDonald, Mertens, Oliver, Pita, Robinson, Shingleton-Smith, Threndyle

Abstained – Hsu

**Motion Fails**

**Moved** by Nadarajah, **seconded** by Bengizi to exhaust the speakers list.

- MacDonald stated he would be voting this down because the conversation has now changed and everyone should have the time to explain their points.
- Pita stated that most people know what their vote is and more discussion is unnecessary.

### Vote on Motion

In Favour 19 - Opposed 6 - Abstentions 2

Opposed – MacDonald, Inigo, Threndyle, Hsu, Almeida, Robison

Abstained – Anbalagan, Kula

**Motion Passes**

### Vote on Main Motion

**Moved** by Oliver, **seconded** by MacDonald that the Assembly make a negative recommendation for the changes to the MSU Constitution based on the petition submitted to the Vice-President (Administration).

In Favour 17, Opposed 10, Abstentions 1

Opposed – Monaco-Barnes, Nadarajah, Areghan, Ngo, Inigo, Almeida, Bengizi, Ragnanan, Eom, Farah

Abstained – Mertens

**Motions Passes**

### NEW BUSINESS

**Moved** by Inigo, **seconded** by Hsu, that the SRA formally task the BOD with exploring the possibility of current and additional avenues for MSU members to access discounts within the Hamilton Community, at no additional cost.

- Inigo stated that he thinks MacDonald could do a great job creating a free discount card.

- Hsu stated that because the stance on the referendum is negative it is important to explore other avenues to provide this service to students.
- MacDonald stated he has a meeting set up already to discuss this option.

**Vote on Motion**

In Favour 27 - Abstentions 1  
 Abstained – Bengizi  
**Motion Passes**

**TIME OF NEXT MEETING**

**Sunday, October 30, 2016**  
**5 PM**  
**Council Chambers, GH 111**

**CALL OF THE ROLL**

<b>Present</b>	Almeida, Anbalagan, Areghan, Baiden, Bengizi, Cole, Dales, D' Souza, Eom, Farah, Flowers, Hsu, Inigo, Kula, Lee, Lightstone, Long, MacDonald, Monaco-Barnes, Nadarajah, Ngo, Oliver, Ragnanan, Robinson, Shingleton-Smith, Threndyle
<b>Absent Excused</b>	Beley, McBride, Quinn, Rudge
<b>Absent</b>	
<b>Late</b>	Mertens, Pita
<b>Others Present</b>	Carolyn Brendon (Ombuds), Alex Wilson (Maccess Coordinator), Victoria Liu (External Affairs Commissioner), Patricia Kousoulas (MSU Member), Urszula Sitarz (MSU Member), Robyn Fishbein (MSU Member), Sarah Jama (MSU Member), E. Ferguson (Recording Secretary)
<b>Chair</b>	Genya Oparin

**ADJOURNMENT**

**Moved** by Lightstone, **seconded** by Nadarajah that the meeting adjourn.

**Motion Passes by General Consent**

**Adjourned at 3:00 pm**

/ef



# REPORT

*From the office of the...*  
**SRA Nursing Caucus**

---

TO: Members of the Student Representative Assembly  
FROM: Allisa Ragnanan, SRA Nursing Caucus Leader  
SUBJECT: SRA 16F Report  
DATE: October 10<sup>th</sup>, 2016

---

Dear Assembly,

I hope you've had a lovely Thanksgiving and Reading Week! Below are the updates on our year plan. 😊

## **PROGRESS ON YEAR PLAN**

*Goal #1: Improve collaboration with McMaster University Nursing Students' Society (MUNSS)*

- Continuing to attend MUNSS Meetings

*Goal #2: Improve nursing student engagement*

- Regularly posting on SRA Nursing Facebook page and sharing opportunities to get involved in specific nursing groups for each level
- Advertising out-reach hours
- Now have a SRA Nursing Table Banner for special events

*Goal #3: Collaborate with Student Success Centre (SSC) to develop nursing specific career services and opportunities*

- Had another meeting with the Student Success Centre
  - Working on finding a Facilitator for the Career Panel from the Nursing Faculty
- Advertised Reading Week Nursing Externship via nursing Facebook groups

*Goal #4: Expand student access to the Faculty of Health Science Lounge in the Health Sciences Centre (HSC)*

- Had a meeting with Dr. Carolyn Byrne, Associate Dean and Director of the School of Nursing to be scheduled – will follow up with her for an update but she was very open to helping us in any way she can

*Goal #5: Hold a joint MSU Presidential Elections Forum with the Health Sciences Caucus*

- Meeting with Health Sciences Caucus to be scheduled after Mental Health collaboration

*Goal #6: Improve awareness about mental health through a joint campaign with the Health Sciences Caucus*

- Had a meeting with SRA Health Sciences & Kornelia Palczewski, Mental Health Chair, SHEC
  - Discussed ideas and dates (e.g., How do you distress after a bad clinical shift?)
- Will be happening during the MacTalks initiative

*Goal #7: Create a “Nurses of McMaster” initiative*

- Four posts and counting!!
- There’s a new post every Tuesday on SRA Nursing’s Facebook page
- Started to contact BoD and others involved in SRA/MSU to be a part of a special initiative during National Nursing Students’ Week

**PAST EVENTS, PROJECTS & ACTIVITIES**

- Meeting with MUNSS
- Meeting with Student Success Centre about Career Panel
- Meeting with Dr. Carolyn Byrne, Associate Dean and Director of the School of Nursing

**UPCOMING EVENTS, PROJECTS & ACTIVITIES**

- Nurses of McMaster every Tuesday via SRA Nursing’s Facebook page!!
- National Nursing Students’ Week social media initiative in November
- Continue to plan Career Panel with SSC for early January 2017
- Mental Health Campaign during MacTalks Campaign
- MSU Presidential Elections Forum for January 2017

**CURRENT CHALLENGES**

- MUNSS meeting locations rotate between the three sites – challenging to attend Conestoga (Kitchener) without transportation
- Reached out to MUNSS’ Social Chairs to collaborate on events, still waiting to hear back about possible collaborations or helping us advertise the events
- Funding for events such as the Career Panel, Mental Health Campaign & MSU Presidential Elections Forum
- Encouraging nursing students to get involved in the MSU and participate in the Nurses of McMaster initiative

**SUCCESSSES**

- Lots of support and communication with MUNSS and Nursing Faculty
  - More nursing students know what the SRA and MSU are
- Received a lot of positive feedback about Nurses of McMaster initiative

Kind Regards,

Allisa Ragnanan  
 SRA Nursing Caucus Leader  
 McMaster Students Union  
[sranursing@msu.mcmaster.ca](mailto:sranursing@msu.mcmaster.ca)



# REPORT

*From the office of the...*

## SRA Science Caucus

---

TO:	Members of the Student Representative Assembly
FROM:	Gilbert Kobina Baiden, Caucus Leader
SUBJECT:	SRA 16H Report
DATE:	November 27, 2016

---

Dear Assembly Members,

On behalf of the entire SRA Science Caucus, we would like to thank each MSU member for taking the time to read our report. We hope that the first month of the new school year has been good to you all and that you making good progress towards your year plans. Over the past few weeks, the Science Caucus has held several caucus meetings and has made some big steps towards the enhancement of student life through our personal and caucus year plans. We would also like to thank the Board of Directors for their support in our initiative thus far and any questions, suggestions or concerns regarding our report are gladly welcomed.

### **PROGRESS ON YEAR PLAN**

In the past 4 weeks, we've taken some major steps in the continuity of the platform points we have already finished and working on our campaign for our academic platform on teaching focused faculty. Our plans for Outreach, Diversity/Representation, and Working with the MSS just about finalized. As one of our long term goals, the Academics pillar is continually coming along but we have made a couple of big breakthroughs.

### **Theme 1: Academics**

Most of our academic project have either been started or are well on their way to completion. In the last couple of dean meetings, we've been addressing the teaching focused faculty concern and are working on collaborative campaign for this upcoming week with the McMaster Science Society on course evaluations & advocating for more Teaching Focused Faculty. This week long campaign will begin on Monday November 28th and end on Thursday December 1st. We will be creating a report based on the feedback we collect from students to complement the dean's current advocacy efforts. The goal is to raise the total cap of teaching focused from 24 staff to 33 (this is an extra one prof per departments and there are 9 departments in total). As for inquiry courses, there are new courses being designed within the life sciences program

with an inquiry focus pertaining to the newly developed subplans. We have started discussion on Science 1A03 as a first year inquiry course that we will continue discussing with the dean in future meetings. Access to inquiry course faculty wide is also a discussion we are hoping to have in the following term. As for accessible blended learning, we are in the process of meeting with Joe Kim to discuss this platform point in more detail and where we would like to take it in term 2. The goal is to work with course coordinators and administrators to revise the blended learning models that are currently used and work towards creating a more accessible model.

### **Theme 2: Diversity/Representation in Governance**

Our caucus is working in tandem with the newly named MSU Governance & You committee to create a conference style workshop event on Saturday February 11th for students interested in electoral positions. Through this event we hope to address the barriers students face in both our internal and external elections processes. We also are discussing the idea of a promotional campaign leading up to this event to address these barriers to students at large.

### **Theme 3: Outreach**

The SRA Science Committee consisting of science students interested in discussing platform points, giving us feedback on motions, and having discussions about SRA meetings is set to launch next term. We decided that student engagement with governance will begin reaching its peak during the electoral campaign season in term 2. They will be bi-weekly on Monday nights at 6:30 for any science student who is interested in learning more about the SRA, what we do, and how we do it. Our Newsletter project has been a bit challenging to stay on top of simply because our caucus members are still very busy but we are hoping to pull through it and finish off strong for this term. After a few discussions we are looking into changing up our promotional strategy on social media and making our platforms more efficient in terms of how often we post and what we post specifically. We will be sorting out what direction we would like to take our outreach next term and are currently evaluating the effectiveness of our outreach hours.

### **Theme 4: Working with the MSS**

Since meeting biweekly with Mona Khalid, VP Academic and Patricia Kousoulas. We have decided to collaborate on a science based academic advocacy campaign on the course evaluations and teaching focused faculty topics. Some of our members have also been attending MSS meetings now that they are open and we are looking forward to being apart of the General Assembly for next term.

## **PAST EVENTS, PROJECTS & ACTIVITIES**

Since our last report, we have finalized the routes we are going to take concerning our academic platform points. We have outlined in detail our plans for Diversity/Representation, revising our outreach strategies, while continually maintaining a positive working relationship with the MSS. Now that these platform

points are becoming apart of our routine in solidifying themselves we have more time to focus on our long term advocacy efforts through our Academics pillar.

## **UPCOMING EVENTS, PROJECTS & ACTIVITIES**

### **Academics**

We will be meeting with Dr. Joe Kim in the upcoming weeks to solidify our accessible blended learning project. The goal is to discuss the blended learning and work together with faculty to create a unique model for each department based on the subjects. In our meetings with the dean next term, the next issues we are hoping to address are advocating for the program name on the degree and discussing the idea of Science 1A03 as a mandatory inquiry course for first year science students.

### **Teaching Focused Faculty Campaign**

The McMaster Science Society and the SRA Science will be collaborating on our first academic advocacy campaign! We are hoping to create a report for the Dean of Science so that he can advocate it to the Provost to raise the total cap of teaching focused from 24 staff to 33 (this is an extra one prof per departments and there are 9 departments in total). A survey has been created for students so we can get their opinions on the demand for more teaching professors. We are also hoping that the course evaluations science students fill out this year are more detailed than in years past so the professors will have more tangible feedback. The week will consist of an online promotional campaign as well as class talks and a pizza party for students to come and work on course evaluations.

### **Diversity/Representation**

As part of our collaboration with MSU Governance & You, we are working toward hosting a conference that addresses the barriers students face in elections and teaches them how to properly run a campaign. This conference will be taking place Saturday February 11th and we are currently discussing the promotional strategy in addressing these barriers at large to students. We might be collaborating with MSS again simply because their faculty society elections will be taking place during that time.

### **SRA Science Committee**

The SRA Science Committee will be starting up in term 2. We will be discussing some of our stances on the referendums as well as informing science students of our platform points and the progress we have made. The goals of the committee are to integrate students interested in running for SRA into what the governance side of the MSU looks like from a science perspective and will promote the continuity on some of our long term platform points.

### **Outreach**

Our social media outreach has greatly improved since the start of the term and we are working on a new/better promotional strategy that is more continuous for the next

term. We are also in the process of discussing how our outreach hours will be structured next term since we are not seeing their value at this point.

### **CURRENT CHALLENGES**

#### Accountability

Throughout the term we've had difficulty making sure that our projects are completed in a timely fashion. We are continuing discussions on how we plan to keep our members accountable for the term.

### **SUCCESSSES**

Our team has been incredible hard working and critical when needed on certain ideas. Each of us have been working towards seeing all our platform points come to fruition. We have nearly completed 3 out of 4 platform point within a month's time and the school year has only begun. I am excited to bear witness to the other accomplishments the Science caucus will make this year. Thank you all for taking an interest in our progression this past month and we hope that you will take a look at future SRA Science reports.

Best,

Gilbert Kobina Baiden  
SRA Science Caucus Leader  
McMaster Students Union  
[srasci@msu.mcmaster.ca](mailto:srasci@msu.mcmaster.ca)



# REPORT

*From the office of the...*

## SRA Social Science

---

TO: Members of the Student Representative Assembly  
FROM: Ikram Farah, Caucus Leader  
SUBJECT: SRA 16H Report  
DATE:

---

### **PROGRESS ON YEAR PLAN**

#### **Strengthening the Relationship between MSSS and SRA**

-We have appointed Jordan Cole as our official liaison between the SRA and the MSSS. Jordan attends their meetings and forwards information to the caucus and when he is unable to attend, another member of the caucus attends. That being said, the meetings are not closed off to just one SRA representative, the MSSS has been open to having us attend their meetings as well. It started off with the MSSS wanting SRA present every three weeks for internal reasons and now we have a representative who has strong ties to attend every week.

#### **Town Hall**

-Jordan has been working closely with the MSSS and since we last reported a lot of logistics have been smoothed out in regards to the Town Hall. The town hall is going to take place on October 19<sup>th</sup> which is the same day as the MSSS GA. The MSSS are interested in this event and while logistics are being smoothed out on their side, there will be SRA presence at this MSSS GA. So far the format of the GA is an introduction to the society and their execs. The Town Hall will act as an open forum where students can talk about things they want to see from their representatives. In terms of promotions, the MSSS will be pushing promotions on their side and it will be evident that this is a joint event. Overall, this is more so an event to gain visibility and for people to see who their representatives are and to voice their concerns.

#### **Experiential Education Opportunities**

-When running on this platform it was evident that one could not just promise more opportunities if the need for it was not there. However, advocating for more and gauging student interest on this idea is an important step to take. Since the last report Ikram has met with Chantelle Wardak the VP ACADEMIC of the MSSS to discuss the idea that Ikram would sit on the Experiential Education Board meetings that are held once a term. The meeting was also to ensure that

the ideas being proposed weren't already being done on the MSSS side and that we could have communication in regards to EE ideas for Social Science students and that Ikram would be willing to help on the projects the MSSS proposes in regards to that topic. Ikram also talked to Blake Oliver about one of OUSAs recommendations on Increasing Work Integrated Learning. Ikram ran on this platform so wanted to help see how this campaign flushes out in November and the details of that campaign will come next report. Overall, this semesters focus is about gauging students interest on the topic and changes they want to see in regards to their program and Designing and Implementing Work Integrated Learning.

### **MSU "HOW-TO" GUIDE**

-The MSU "How-To" Guide is a guidebook which tells students about petitioning, how to run in an at large elections and overall a guide that can help empower students who have the means to get involved but simply don't know where to start. Kathleen is starting on this project for reading week and is collecting resources. An official deadline as to when this guidebook is expected to be released is to be determined.

### **SOCS**

-Kathleen spoke at the SOCS GA and is hoping to build a relationship with SOCS to fulfil projects and enhance student life. Kathleen wants to build on housing advocacy as it affects a large number of students and is working with SOCS to do that and to build that relationship to continue those projects.

### **PAST EVENTS, PROJECTS & ACTIVITIES**

-Since the last report the main question were about the logistics of the Town Hall and a lot of it has been smoothed out and there are more answers for the assembly this time around (as stated above). The success and/or challenges of the town hall will be outlined in our next report.

### **UPCOMING EVENTS, PROJECTS & ACTIVITIES**

-Lounge Warming for the faculty of Humanities and Social Science. Logistics for that event have yet to be smoothed out. Ikram will be present at the Elections 101 event which is something that will invite potential candidates for our open seat on SRA Social Science.

### **CURRENT CHALLENGES**

-Visibility: We didn't do class talks at the beginning of the semester so we are prepared to do that in the beginning of next semester. Something we want to have is a strong social media presence in the mean-time and that is a hit or miss and is something we want to improve.

### **SUCCESSSES**

-Students are attending some of our office hours and a couple of students have reached out to some of the members in our caucus about the open seat on SRA.

Also since our last report we were worried about our relationship with the MSSS and this is getting better and there is more progress and we are hoping for future project collaborations.

Best,  
Ikram Farah, Caucus Leader  
SRA Social Science  
McMaster Students Union  
[srassci@msumcmaster.ca](mailto:srassci@msumcmaster.ca)



# REPORT

*From the office of the...*  
**SRA External Affairs  
Commissioner**

---

TO: Members of the Student Representative Assembly  
FROM: Victoria Liu, External Affairs Commissioner  
SUBJECT: SRA 16H Report  
DATE: October 16<sup>th</sup>, 2016

---

## **NOTE TO THE READER**

This report is meant to outline the progress that the External Affairs committee has made throughout the first part of the year. Currently, we have a lot of projects underway, and are excited to start working on new projects, events and initiatives.

I hope that this report provides a comprehensive summary of our progress, but please do not hesitate to ask questions or find out more about the committee.

## **PROGRESS ON YEAR PLAN**

### **Objective 1: Policy Updates**

Throughout the first term, the External Affairs Committee is working on the International Students Policy, a policy in progress from the 2015-2016 school year. A small group consisting of External Affairs members Angela Ma, Ezekiel Areghan, Aquino Inigo, and Ryan Deshpande, Annie Yu, representatives from 'The Research Shop', and Esra Bengizi, will be contributing to the policy this upcoming term. Ryan Deshpande will be assuming the role of Policy head this coming term to take on more of a leadership position, and help the team to set their own deadlines and expectations throughout the process. However, work within the team and the role of the policy leader will also be explored considering the dynamics of the group.

So far, the External Affairs Committee has hosted a 'Think Tank' to gather feedback on the existing work on the policy, and generate new ideas. This Think Tank was open to anyone who wanted to contribute ideas towards writing the new policy and was not limited to policy authors. At the think tank we also discussed the structure of policy and what was involved in writing policy to inform all authors, and attendees of what needed to be considered. The due dates involved in the policy writing structure have been discussed, and the team has set their own due dates and roles within the group. They will be revising the old sections of the policy as well as writing new principles, concerns and recommendation focused on acquiring cultural and religious support within the community and increasing the efficacy of internal programming within the university.

The PCR's for this policy paper will have been completed by the 15<sup>th</sup> of October, and the policy will be complete by October 29<sup>th</sup> and ready for feedback on November the 12<sup>th</sup>.

Training for policy writing was completed in partnership with University Affairs Commissioner Meg Hsu in the summer to provide the team with adequate resources to write policy. The authors will also be working in partnership with the research assistants on the education team to produce a well-researched policy paper.

In addition to the International Students Policy, I have been independently working on making small updates to the Access Copyright Policy. The changes are complete, but must be formatted in the existing policy documents, reviewed by the committee, and proposed to the SRA. Hopefully these processes will take place by the end of October so that updates can be made to the policy displayed on the McMaster Students Union website.

## **Objective 2: Student Housing in the Surrounding McMaster Community + Campaign**

This year the External Affairs committee is working to increase positive relationships with the surrounding community. Our first step in this process was accomplished by achieving voting membership on the Ainslie-Wood Westdale Community Association (AWWCA). Alex Wilson, will be the member representing External Affairs at monthly meetings. Furthermore, Balie (Student Community Support Network (SCSN)) and I attended the first monthly meeting in September, and discussed neighbourhood concerns with the community members that were in attendance. This included discussing concerns from the community, and positives about the student-community relationship. Stemming off of these ideas, and long-lasting concerns of the student community, the External Affairs committee in partnership with SCSN, and Advocacy, have discussed preliminary ideas for a student housing campaign focused on neighbourhood relationships.

Preliminary ideas for the campaign include a selfie contest where participants will have the chance to introduce themselves to their neighbours, take a selfie, and be entered to win a prize from a draw. Draw prizes will be created in partnership with local businesses in hopes of involving the neighbourhood in the campaign as well.

I have started to confirm interest within the External Affairs Committee, and so far Alex Wilson, Showvik Saha, Aryan Pour-Bahreini and Baraa Aydan are interested in being involved in the planning. I hope that members can have a larger stake in the planning process to become more involved and invested in planning the campaign. Next steps in the campaign process involve planning further details, connecting with the community and working towards collecting community sponsors, researching into bylaws that contribute to a safer community atmosphere, and planning other activities for the campaign.

The date for the campaign will be the week of November 28<sup>th</sup> to December 2<sup>nd</sup>.

## **Objective 5: Working off of Change Camp Recommendations + Continuing Change Camp**

This year plan objective is continuously evolving. Throughout the summer I have been involved in consultations with members of the Change Camp planning committee, and Dave Heidebrecht to discuss the evolving nature of change camp, and how External Affairs could be most involved in the events planned for the year.

The plans for Change Camp's change in structure were confirmed late in the summer, and thus, the plans for External Affairs involvement is also evolving. The goal of the committee's involvement in this initiative was to contribute to the continuous nature of Change Camp and work in a collaborative effort so that initiatives would be more powerful, rather than separate and disjoint.

To work on completing Change Camp recommendations McMaster will partner with the community in Change Camp workshops in the month of November. McMaster in partnership with Mohawk college will be organizing a workshop on Community Engagement and Healthy and safe communities to help to contribute to creating ideas in line with change camp, community and student goals. We are currently in the planning process for this event.

This involvement will help the External Affairs committee to accomplish Change Camp recommendations, as well as help McMaster students and community members to take on recommendations as well.

The idea of a community database was also discussed, in terms of its applicability and ability to be better than existing resources. In efforts to collaborate with existing organizations, and make use of existing resources, the idea of compiling resources or making them more easily accessible has been discussed, but will need further planning or investigation. This has been discussed as an alternative to creating a separate database that may ignore all other efforts of collaboration.

## **Objective 6: Ontario Undergraduate Student Alliance (OUSA) Blogs and OUSA Awareness**

OUSA awareness is a project that will be focused on throughout the year. On Monday September 26<sup>th</sup>, the External Affairs Commissioner, Advocacy Director, VP Education, and Federal Provincial Research Assistant attended OUSA training and brought back ideas to share with other members working on related tasks within the McMaster Students Union.

One of the larger tasks that we will be engaging in throughout the year is publishing OUSA blogs. Currently, I have proposed the idea to all members interested in the committee, and have gathered interest from committee members who would like to write one in the future. At the present time, Baraa Aydan is working on writing a blog about accessible transportation to campus from the surrounding Hamilton Area.

The External Affairs committee also has a working and flexible relationship with OUSA communications director, Amanda. Open communication with OUSA allows for feedback on blog ideas, and the ability to post blogs at

variable times throughout the year, keeping in mind that students on the committee may have busy schedules, and would enjoy writing what they are passionate about, rather than having to meet a strict deadline.

SRA member Katie Pita will be working as OUSA blog coordinator in the next months to take on the role of providing feedback on blog ideas, possibly communicating with OUSA, and editing blogs to be posted.

This past week, OUSA general assembly (GA) applications were also reviewed and delegates were chosen. OUSA GA, taking place November 4<sup>th</sup>-6<sup>th</sup> will also be a good opportunity for McMaster to advocate for students with the help of a powerful provincial platform. We hope to bring student ideas, and represent the students of McMaster when reviewing policy on Sexual Violence Prevention and Response, Northern and Rural Students, and Ancillary fees.

### **Objective 7: Federal Advocacy: ADVOCAN**

In hopes of attaining an appropriate platform for federal advocacy for the coming years, the External Affairs Committee has been keeping up to date with the decisions regarding federal advocacy.

In November, I will accompany Blake, Justin, and representatives from Laurier to lobby to MPs in Ottawa to make changes to benefit McMaster students.

### **Objective 8: Municipal Advocacy Week**

During this first term, I have been involved in consultations with Labika, the community engagement coordinator, to determine the committee's involvement in Municipal advocacy week. Municipal advocacy week will be held from January 9<sup>th</sup> to 12<sup>th</sup>, but planning will take place throughout the first term. At the present, Labika has gathered a lot of research regarding the goals of certain organizations and stakeholders within the Hamilton community.

From the External Affairs point of view, interested individuals have been gathered, and will be helping to connect the dots by identifying objectives of the McMaster Students Union that may align with neighbouring organizations. The goal of this is to make partnerships and consultations during this week effective. Members will also be involved in consultations taking place in January.

### **Objective 9: Engaging Students (committee and MSU population)**

This objective has been of the utmost priority throughout the summer and throughout the month of September as new members join the committee, and the general student population discovers more about the External Affairs.

Throughout the summer and the beginning of the year I have had one on one consultations or private messages with individuals on my committee (voting and nonvoting) to gather their top interests. Throughout the year, I use this information when forming smaller committees to work on projects. However, involvement on projects is not limited to this list, but is reopened to the rest of the committee if they have gathered new interests and would like to try working on new things. For example: from summer consultations, and opening

the opportunity up in meetings, I have gathered a hardworking team of authors for the international students policy: Angela Ma, Ryan Deshpande, Ezekiel Areghan, and Aquino Inigo. Aside from these individuals, the committee has been able to partner with other interested students through the International Students think tank, and students who have approached me to contribute to the paper, with interests that align with the goals of External Affairs including Ezra Bengizi, Annie Yu, and representatives from 'the Research Shop'. Involvement in this project has worked to engage students on the committee who are interested in the project so that their time on the committee is valued, but has also engaged some members of the student population who were not originally involved in External Affairs. Similarly, I have formed groups interested in working on municipal advocacy week, and the student housing campaign, and will soon be forming an interested group to contribute to Change Camp workshop planning.

To engage members within the External Affairs committee I have also worked to assign roles to have members engaged in leadership roles. Some roles that have been assigned so far are:

- Policy Head: Ryan Deshpande - works on editing and leading the subgroups working on policy
- Social Media coordinator: Aquino Inigo - works to engage the student population in External Affairs related activities
- Meeting minute recorders: Labika Ghani + Aquino Inigo (but not limited)
- Community Representative: Alex Wilson - A voting member on the Ainslie-Wood Westdale Community Association and reports to the committee
- OUSA blog coordinator: Katie Pita - Works to engage students in writing blogs to advocate on a provincial level

These roles are meant to help committee members find more value in the committee, and are based off of interests that I have gathered from consultations. They are not limited to voting members. Throughout this first month on the committee I have also tried to break down existing preconceptions that voting members will be more important or take on more of a role than volunteers. Volunteers are encouraged to engage in roles of equal importance and provide a significant contribution to the committee.

Outreach is also something that we have worked on throughout the first part of the year. To make External Affairs accessible to the general student population, the External Affairs page found at [msumcmaster.ca](http://msumcmaster.ca) is continuously updated and contains all meeting agendas and meeting minutes so that students can access them through their McMaster email. Furthermore, we try to encourage involvement on the committee. Aquino, our social media coordinator, works to update the SRA External Affairs Facebook page with External Affairs opportunities, as well as relevant subject matter. We hope to keep the general student population up to date with the progress of the committee.

This objective will be continuously worked on throughout the year.

## **PAST EVENTS, PROJECTS & ACTIVITIES**

It is clear in the 'Progress on Year Plan' section that a lot of projects are well underway, or in the planning stages. During the summer, not many team projects were taken on due to the fact that it was hard to coordinate meetings with a lot of attendance throughout the break. Instead, the summer was used to prepare for projects to be taken on throughout the year.

Some notable events and projects that have occurred are:

International Students Think Tank

- Hosted Thursday September 29<sup>th</sup>
- Discussed ideas for International Students Policy with policy authors, representative from the research shop, and other interested students

OUSA General Assembly Interviews + Applications

- Interviews and applications reviewed from October 3<sup>rd</sup> - October 7<sup>th</sup>

Creating Edits for Access Copyright

- Completed during the summer
- Feedback throughout the month of September
- The committee will review and pass the changes by the end of October

Engaging the committee

- 1-on-1 messaging and consultations was completed for all members of the committee (including volunteers), and members were familiarized with the idea of OUSA blogs
- Significant roles were assigned to members based on interests

## **UPCOMING EVENTS, PROJECTS & ACTIVITIES**

There are a few upcoming events, activities and projects that the External Affairs committee is currently planning for. I will outline these below, along with some challenges that we may have throughout the planning and organizational period.

### **International Students Policy**

This policy is currently in progress. Some important dates include:

- October 15, 2016: PCRs completed
- October 29<sup>th</sup>, 2016: Policy draft complete
- November 12<sup>th</sup>, 2016: Policy conference for edits
- November 13<sup>th</sup>, 2016: Policy passing in SRA meeting

There are some challenges to writing this policy. The first, is that this policy is a very large undertaking with many principles, concerns and recommendations. Although work has been done on the policy in the previous year, it will be a challenge to revise the old sections, and ensure that all included material is extremely relevant and concise.

In the past, there has been a low feedback turnout for focus groups discussing the challenges and needs of International Students. Due to this, we have limited data collected, however, we do have data collected from past focus groups. The team has also come well equipped with knowledge on some barriers that International Students face at McMaster through experience, and involvement during welcome week.

The timeline for the policy is quite short, but the committee is organized and is currently working hard to meet all deadlines.

### **Change Camp Workshop**

On Thursday November 17<sup>th</sup>, 2016 from 7-9pm at One James North, the MSU will be hosting a Change Camp workshop on community engagement and healthy and safe communities in collaboration with Mohawk Students Association and Change Camp.

This workshop will help the External Affairs Committee to accomplish its goals of connecting with the community, by directly involving the students and the community.

Some challenges that may arise throughout the planning period may include: difficulty coordinating meetings with such a diverse team of individuals from different student associations and difficulty with recruiting and following up with participants for the workshop.

To overcome these challenges, organization and communication will be essential so that all parties involved are aware of the planning process. In addition, the planning committee will have to think of new and innovative ways to capture the interest of the city, and the student population to make the workshops a success. This may include promotions through social media, connecting with the city to advertise, and more. The end goal of these workshops is to have participants collaborate to think of creative ways to address Change Camp recommendations from the previous year. It may be a challenge to follow up with participants to ensure that they are carrying out their ideas. To address this, we may need to discuss the role of the facilitator in table discussions, and if they will be following up with participants to encourage ideas to be carried out.

### **Student Housing Campaign**

The Student Housing Campaign will be held during the week of November 28<sup>th</sup>, 2016 to December 2<sup>nd</sup>, 2016.

Throughout this campaign, the External Affairs Committee along with SCSN and Advocacy, will be aiming to strengthen relationships between McMaster Students and the surrounding community with 'get to know your neighbour' activities.

We may face a few challenges when organizing this campaign. The first is finding ways to get the community involved. A large part of the campaign is reaching out to the community and finding ways to be a good neighbour, thus it would be beneficial if the campaign was also well received by the

community. The planning committee will have to think of creative ways to engage the neighbourhoods surrounding McMaster. This may be done by partnering with the city of Hamilton, or stakeholders in the surrounding community.

### **Federal Advocacy**

From November 14<sup>th</sup>, 2016 to November 17<sup>th</sup>, 2016, I will be accompanying Blake, Justin, and representatives from Laurier University to Ottawa to address student priorities including: students with disabilities, international students and indigenous students. We will be finalizing recommendations and preparing for our visit in the coming weeks.

The MSU has made the decision to advocate on behalf of Laurier and McMaster due to the fact that ADVOCAN would not be addressing what the MSU believes are important student priorities. Although this is the case, it may be a challenge to have the goals of the MSU stand apart from other advocacy initiatives occurring at the same time in Ottawa. To overcome this challenge, we will need to ensure that our asks are well researched, reasonable, and that we emphasize the fact that our institutions know what is best for students.

### **Municipal Advocacy Week**

This event will be taking place from January 9<sup>th</sup>, 2017 to January 12<sup>th</sup>, 2017. During this week we hope to partner with the community and discuss similar priorities to form relationships and work towards common goals.

So far, the community engagement coordinator, Labika, has worked extremely hard gathering research and planning for this week in January. We hope to get the External Affairs Committee as involved as possible while doing any upcoming work.

One challenge that we will need to overcome is finding a way to have the committee members as involved as possible. During this week there will be many meetings, and ideally the community engagement coordinator, VP education, or I will attend. It may be difficult to ensure that volunteers get to come to a lot of these meetings based on schedules and the amount of vacant spots that we will have during meetings, so as not to overwhelm members of the community.

We hope that volunteers will be well trained and equipped to take on these meetings so that there is the possibility that new meeting arrangements can be made.

## **CURRENT CHALLENGES**

Often times, the role of External Affairs commissioner can be challenging due to the fact that the scope of 'External Affairs' is so vast. One major challenge is that the six hours a week pay that the External Affairs commissioner receives reflects a great underestimation of the responsibilities that the commissioner must take on throughout the year.

This is an issue that has been brought up in previous years from the External Affairs and University Affairs commissioner. This year, the average week (without a significant event) contains 4+ hours of meetings alone without taking on other responsibilities and planning involved in the role of External Affairs commissioner. This past week alone, I have worked upwards of 12 hours due to the presence of OUSA GA interviews. When there are significant events like this, the hours that the commissioner works far exceeds those that are allotted. However, these hours are unavoidable, as these activities are expected to be completed by the External Affairs Commissioner, but hours are not adjusted to reflect these roles.

I would urge the SRA and the Board to reconsider the job description and hours of work allotted to the External Affairs commissioner to keep in mind that those working within the McMaster Students Union are primarily students, and should be compensated for the work put in to benefit students.

Another challenge is finding a time to meet for all committee members. Due to the fact that the External Affairs committee is very large this year, it is often difficult to find a time for everyone to meet, and it has been difficult to keep all members updated and involved throughout this process. To overcome this challenge, meeting minutes have been made accessible to the student population, I often take up the responsibility of informing certain individuals of certain updates if relevant to their role on the committee, and smaller committee meeting times are arranged for projects so that more individuals can be involved.

## **VOLUNTEERS**

Please see 'Progress on Year Plan' Objective 9 for more details on volunteer engagement.

In addition to what is written in the aforementioned section, working with the volunteers on the External Affairs Committee has been a valuable experience. I have made it a point to clarify that there is very little difference between the roles of MSU and SRA members, and volunteers on the committee, so they are offered the same opportunities in meetings.

Through volunteer consultations, I have discovered a little bit more about interests to appropriately place volunteers in positions where they would find the most value. I have also sent out feedback forms through google forms to learn more about interests, other team building opportunities that individuals may want to participate in, and if the team would like to have mid-year consultations to discuss their role on the committee. These questions were asked to try to build team morale, relationships, and ensure that members

have the ability to check in, if that is something that they would like to have the opportunity to take part in.

Overall, there have been no challenges in terms of volunteer dynamics, but I hope that this trend continues. So far the team is willing to contribute ideas, and team comfort is also increasing.

### **SUCSESSES**

The External Affairs Committee has achieved a great number of successes that are clear within the 'Progress on Year Plan section'. I would applaud all committee members for being involved in this exciting process, and being eager to learn more about unfamiliar subjects.

### **OTHER**

Thank you for taking the time to read about the progress that the External Affairs Committee has made thus far. We're excited to move forward with our ideas and initiatives.

If you are interested in finding out more about the committee, feel free to stop by our meetings in the MSU committee room boardroom (MUSC Rm 201) on Mondays from 5:30pm-6:20pm, and make sure to check out our Facebook page, 'SRA External Affairs Committee'.

All the best,

A handwritten signature in black ink that reads "Victoria Liu". The signature is written in a cursive, flowing style.

Victoria Liu  
SRA External Affairs Commissioner  
McMaster Students Union  
sraexternal@msu.mcmaster.ca



# REPORT

*From the office of the...*

## SRA University Affairs Commissioner

---

TO: Members of the Student Representative Assembly  
FROM: Megan Hsu, University Affairs Commissioner  
SUBJECT: SRA 16H Report  
DATE: Sunday, October 16, 2016

---

Dear SRA,

The University Affairs Committee has been busy at work for the past few months. I'm excited to report all of the work that we have accomplished together. Please let me know if you have any questions or concerns.

### **PROGRESS ON YEAR PLAN**

#### **Project Committees**

Over the summer, I released an online survey for my Committee members to fill out to indicate which projects they were interested in working on this year. I have received feedback from most of my committee members and I have seen additional interest from new members who have recently joined the committee, which is very exciting. Throughout September, the committee has been functioning on the bi-weekly schedule that I proposed in my year plan. Based on feedback from committee members, this schedule has been effective in order for us to focus on projects and also stay updated with all of the projects happening on the Committee.

#### **Sexual and Gender Diversity Policy**

This project has been at the forefront of our progress lately and we've made significant steps forward. In September, the Education team met to discuss the official date of the first annual MSU Policy Conference. The date is set for November 12-13 as November 13 is the second-last meeting of the SRA this term. At this conference, students and SRA members will be invited to discuss feedback to the MSU policies that will be discussed. In addition to the University Affairs policy, the Sexual and Gender Diversity Policy, the External Affairs Committee will be working on the International Students Policy and the VP Education will be working on the Ancillary Fees Policy. If you are interested in any of these policies, I encourage you to reach out to them.

Over the summer, I worked closely with Aly Khalifa, the Part-time Manager of the QSCC, to discuss the overall vision of the paper and student engagement. I invited Aly and members of the QSCC exec to join the University Affairs Committee in a Think Tank to discuss an overall outline of the paper. For reference, we used the OUSA LGBTQ Policy paper and OUSA survey to help guide our direction. This Think Tank included UA policy Authors, the UA Research Assistant, members of the QSCC executive, the Community Engagement Coordinator and myself. Together, we laid out the multiple sections of the paper.

In the following week, I reached out to the WGEN Coordinator, Lainey, to discuss the outline of the policy paper. We also ran focus groups this week with a combination of facilitators from the QSCC as well as the UA Authors. In conjunction with the focus groups, we included an online survey available through the QSCC website for students who were unable to attend focus groups. Focus groups and the online survey were promoted through physical posters, online social media presence, and TV screens around campus.

During reading week, I checked in with my authors to discuss their progress on their Principles, Recommendations and Concerns. I hope to provide them with support on their sections through research and analysis of the feedback that we received from the online survey. To ensure that authors were prepared to write the policy, I held individual meetings with each of the authors as well as summarized the feedback that we received into an easy-to-read document. I feel confident that we will be able to reach our upcoming deadline of October 29 when the rough draft of our policy is due. Once the rough draft is due, we will be asking our editors to be involved with the shaping of the rough draft. Our editors will include a variety of individuals from the QSCC, WGEN, the Equity and Inclusion Office, University Affairs Committee members, general MSU members and members from the school for Indigenous studies.

Thank you to my UA Authors - Alex, Sandy, Eric, David and Desmond who have been working hard to contribute to the Think Tank, run focus groups and listen to student feedback. Thank you to Aly and the executive at the QSCC for being a pleasure to work with thus far and always supporting the progress of this project!

### **OPSSS Review**

We have been working on analyzing the results of the Ontario Post-Secondary Student Survey. Some interesting topics that we have looked at so far are entrance scholarships, unfair tuition fees and teaching and learning feedback. These sections were prioritized and analyzed for Jeevika, the University Affairs Research Assistant, who is working on the University Budget Submission. Moving forward, this project group will be looking to the other sections of the survey to analyze and ultimately, our goal is to write a report that will shape our advocacy efforts in the future. Thank you Eric, Alex, Esra and Jeevika for all of your work on the progress of this project.

### **EFRT Budget Submission**

Over the past few months, I have been working with the University Affairs Research Assistant to identify areas of research for this project. Currently, Jeevika is looking into funding models from other universities and the potential for additional training programs. I have also been working with Genya as a member of EFRT to gather usage logistics to include in our submission to the University.

### **Extended Library Hours**

Earlier this month, the VP Education and I met with the head librarians to discuss the possibility of extended library hours. Through this conversation, we decided to look into the possibility of extending Thode Library hours in second term after reading week to provide students with a space earlier in the term to study. Based on the discussion with the librarians, we would require two security guards to ensure the safety of students in Thode from 11pm to 2 am. It is estimated that this will cost about 5000\$ per term for two additional security guards for five days beginning after reading week and extending into the exam period. Since the library has already contributed a significant amount to extended library hours, we discussed that it would be the responsibility of the MSU to contribute the \$5000.

Blake discussed this proposal with the Student Services Committee who allocate the Student Life Enhancement Fund (SLEF). However, it has been challenging to allocate SLEF money to this project as it is meant to be a one-time contribution instead of an annual allocation. We are currently looking into alternative forms of funding.

### **Training for Committee Members**

Over the summer, I provided training for committee members with the EA Commissioner during the SRA retreat. This training included advocacy training, preliminary policy writing information and overall information about the MSU and OUSA. These training resources have been provided to all committee members even though due to timing issues, not every committee member was able to attend the training. However, I am comfortable moving forward with our projects as I believe our meeting structure will allow me to identify the committee members that might need additional training.

### **Health Services Review**

My vision for this review was an overview of the services that are currently offered by the university and the MSU for students. Over the summer, we met with the SHEC PTM, and the Services Commissioner to develop a framework for what this review will look like. SHEC has a working relationship with the Student Wellness Centre and has put us in contact with a main point of communication. As SHEC is a service that will undergo review this year, we will ensure that there is not overlap between the Services review report and our report. Moving forward, we will begin to meet more regularly and split up sections for research.

### **Food Security Policy**

The food security policy will be discussed during the second term at the Policy conference. I have been in conversations with Veronica and Zoe, the Bread Bin Director

and Assistant Director, respectively. We are in the preliminary stages of the project and have discussed logistics around a Feedback Forum in second term. Closer to the beginning of the project, I am looking forward to meeting with the Bread Bin executive team as well as the Farmstand team to discuss the structure and scope of the policy.

## **UPCOMING EVENTS, PROJECTS & ACTIVITIES**

### **Academic Services Review**

Over the summer, I discussed this new project with the Macademics Part-Time Manager, Rohoma. We hope to collaborate on this project to do a thorough review of the current academic resources that are provided by the MSU. Some members of the UA Committee have identified that this is a project they would be interested in working on. The first meeting for this project will take place this week where we will be discussing the overall direction of this project and next steps.

### **MSU Policy Conference**

As mentioned briefly, the MSU will be hosting its first annual Policy Conference this year. The date has been set for November 12 for feedback on the policies and November 13 as the meeting of the SRA to pass the policies. I am looking forward to working with the Advocacy Street Team and the rest of the Education Team to ensure that we get great turnout to this conference and to ensure that students find the experience valuable.

### **MSU Macademics Wiki-A-Thon**

Through education team meetings and Academic Affairs Council meetings, the MSU Macademics Part-Time Manager has discussed an exciting new idea of the Macademics Wiki-A-Thon. It will be a case competition to encourage faculty societies to develop a team of diverse students to fill out the course wiki. The event will be held in TwelvEighty and each faculty is encouraged to bring their own team to compete for a prize. If you are interested in joining a team, I encourage you to reach out to the Vice-President Academics from your respective faculty society to join the team! I'm excited to help with the promotions of this event as part of the Education team but also as a volunteer for the Teaching Awards Committee of MSU Macademics.

## **CURRENT CHALLENGES**

Since it is the first time that the Policy Conference will be held, it has been challenging to develop this policy. However, I have received lots of constructive feedback from members of the SRA as well as my partners. I am grateful that I have gathered a lot of feedback and support thus far but I would encourage members of the Assembly to always approach me if they have any questions or concerns. I'm always open to hearing about how I can improve this policy. Additional challenges include finding appropriate times for the committee to work on projects and meet. Due to the size of the committee, it is difficult to accommodate for everyone's schedules. As a result, there are some committee members who are unable to make meeting times but I have done my best to

ensure that they are still able to get involved with the projects as much as they would like to be.

### **VOLUNTEERS (Commissioners only)**

Volunteer management has been challenging due to the size of the committee. However, I find that constant communication tends to be successful. In the beginning of the term, I asked committee members to provide me with e-mail addresses and phone numbers. However, I tend to only resort to e-mails and texts when members are not responsive to Facebook messages and I need them for an urgent matter. I have found that committee members are generally very good with responding to my messages and I am grateful for all of the work that they have put in thus far! Several members of the committee have expressed that they are finding their time on UA to be interesting and has helped them to learn more about advocacy and policy!

### **SUCSESSES**

Some successes that I am proud to share are that of my authors for the Sexual and Gender Diversity Policy. Thank you Alex, Sandy, Eric, David and Desmond for being smart and dedicated to this policy. I appreciate all of your time to discuss this policy outline at the Think Tank. Thank you to Aly and Michelle who helped with the promotion of the online survey and the focus groups. As a result of your hard work, we have received a high number of feedback from the online survey that will help shape this policy to be better for our students. Thank you to my committee members who show up to meetings excited to learn and contribute. Our greatest successes this year will come from your ideas and your contributions to the team. Finally, thank you to Jeevika, who has been a backbone for our successes in the past month. Thank you for your prompt research and always being dedicated to helping support this team.

### **OTHER**

#### **OUSA Sexual Violence Prevention and Response Policy**

Over the summer, I worked on the development of the OUSA Sexual Violence Prevention and Response Policy. In the summer, I attended an OUSA Think Tank to discuss the layout of the paper. From there, I worked on the Principles, Concerns and Recommendations for my section of the policy and I recently submitted my rough draft of my sections. The policy is based on a combination of consultation with stakeholders at the various OUSA universities and hundreds of pages of research from legislature and studies. I worked with other authors from the various OUSA schools as well as OUSA Home Office. I consulted with Lainey, the WGEN Coordinator, who provided feedback from herself as well as Meaghan Ross, the Sexual Violence Response Coordinator. I look forward to continued meetings with Lainey and Meaghan to further discuss the details of this paper as we begin to see it in its entirety.

The policy paper is currently with editors before it is presented to the OUSA delegates who will be attending the General Assembly. This policy was a great learning experience for me and I am fortunate to have had the chance to work with a group of bright minds and leaders in the Post-Secondary Education field.

## **OUSA Hiring Board**

Before reading week, I participated in the hiring of the OUSA General Assembly Delegates from McMaster. This process is typically done by the External Affairs Commissioner and the Vice-President Education. However, I was invited to the Hiring Board as Vicky has not been to a General Assembly previously and felt it was useful to have my perspective as a Spring GA Delegate. I found my experience on the Executive Board to be helpful as well and I feel confident in the delegates we have selected.

That's all for now! Thanks for reading and I look forward to your questions.

Best,

Meg Hsu  
SRA University Affairs Commissioner  
McMaster Students Union  
srauniv@msu.mcmaster.ca



# MEMO

*From the office of the...*

## Executive Board

---

TO: Members of the Student Representative Assembly  
FROM: Ikram Farah  
SUBJECT: Executive Board  
DATE:

---

Dear Members of the Assembly,

This report will detail all that Executive Board has been up to since September 20<sup>th</sup> – October 4<sup>th</sup>. This report consists of year plans from: Advocacy, Diversity Services, EFRT, Spark, Elections, MAC Farmstand, Macademics, Maccess Shine/Terry Fox and Maroons as well as the Executive Boards decision to approve FYC wages and changes to the Underground Media & Design operating policy.

### **Advocacy Street Team**

-Advocacy has hired their exec team and has currently hired their volunteer team. With the mental health campaign coming up on November 7<sup>th</sup>-11<sup>th</sup>, a mental health feedback survey has been developed and the purpose of this survey is to inform the strategic priorities and programming for the MacTalks campaign. Promotion of the survey began on October 2<sup>nd</sup> and will use past feedback as well as this feedback when planning for this campaign.

### **Diversity Services**

-Anti Oppressive Practice(AOP) Training has been developed into a multi-level AOP model which allows for variety when student leaders are being trained through this model and caters to all educational backgrounds. The coordinator hired their volunteers and is very excited to work with everyone and continue with programming for the rest of the year.

### **EFRT**

-EFRT has been very busy this Welcome Week and Homecoming which are often peak times in terms of service usage. All of this came around the same time as the training weekend for the responders so it was a busy time for the service as well as its volunteers. Orientation was a success and EFRT now has a full team and now the focus is shifted to training these new responders and they are hoping for them to be on their own come early November. Overall, it was a heavy first month with regard to HOCO shifts and training but volunteer

recognition is a constant priority to recognize the responders on their amazing job.

### **Spark**

-After TL hiring the coordinator received over 70 responses to gain feedback and is working towards giving that feedback. During Welcome Week the coordinator made it a priority to make Sparks presence known on campus and connected with ROAs to promote the service to their building. Spark has a full team of TLs and Sessions have begun, a challenge the coordinator faces is the room bookings to hold these sessions but that is something that they have to work with for the year. Some successes include but are not limited to the guidebooks that are being released throughout social media. These guidebooks provide first years with information about services and resources on campus and have gotten positive feedback from it. Spark filled their registration but if any students were to ask to join they are open to it. Finally, considering IRC is no longer a recognized student group Spark is looking into planning a first year formal with a potential partnership with the new FYC coordinator.

### **Elections**

-Due to the space audit committees' recommendations the Election committee no longer has an office and the team is transitioning through that. Promotion was done throughout the summer and the Elections committee hosted an Elections Fair in Moulton before FYC nominations were open, a lot of students came out to ask questions and it was a success due to the amount of candidates that ran for each position. Challenges they foresee are promotions for the large amount of referenda that are coming up.

### **MAC Farmstand**

- MAC Farmstand has had a successful local food fest and distributed a lot of their local food discount cards at the table. Customer numbers go up each and every day and operations at the stand have been running smoothly and the team has been working well together.

### **Macademics**

- Macademics hired their new exec team and planning for upcoming campaigns are underway. One campaign in particular being the Fall-Teaching Awards Nominations. The promotional strategy for that was to tent outside, provide hot chocolate for commuters all while using iPads for nominations as it is the most sustainable way to do so

### **Maccess**

-Recently Maccess had a cupcake social which benefited the service on social media by gaining over 50 likes on Facebook through this event. An event that happened since the last EB report was Humans of Maccess which was an online promotional strategy to promote the service as well as a way for students to

share their stories. This was a success due to the online feedback they have received however the coordinator would like to see more coordination with SAS in future projects.

### **Maroons**

-MSU Maroons hired 25 new first years to join the rep team and is working towards integrating them into their new roles. Full year training was provided for both the new reps as well as the old reps. A challenge the coordinator foresees is ensuring the volunteers remain accountable to this service by participating in a certain number of events per semester. Homecoming was a success and the maroons helped with set up and take down. Going forward the team is planning a social as a celebration for their hard work.

### **MAC Bread Bin**

- Mac Bread Bin continues to operate their Lockers of Love, they hope to expand on having more lockers (if there are some available) and maybe having some that are more spread out across campus. They had a table at the local food fest and it was very successful and engaging. The volunteers are wonderful and a volunteer appreciation is underway.

### **Shinerama**

-Shine had a very successful term and that was the last time the coordinator reported for EB. Notable updates are as follows: Shine day for welcome week was a success with very few issues in comparison to years prior. The Terry Fox run ran into some logistical issues; however, considering it was a charity run the team pulled in 3400 dollars which was amazing. Also, the bottle drive for Shine was another one of their success which led them to raise well over their initial goal. Shinerama/Terry Fox had a great term in terms of fundraising and did not go over budget.

### **FYC Wage Recommendations**

The FYC Coordinator's wage listed at 12 hours a week at \$13.47 an hour, as recommended by the Finance Committee. The PTM as the Coordinator will be responsible for Risk Management and managing a budget and Residence Life will be responsible for paying for half of the wage.

### **Underground Media and Design**

EB approved the job description for the Underground Media and Sales Design Assistant.

Sincerely,  
Ikram Farah  
SRA Social Sciences Representative  
McMaster Students Union  
[srassci@msu.mcmaster.ca](mailto:srassci@msu.mcmaster.ca)



# REPORT

*From the office of the...*

## Vice-President Finance & CFO

---

TO: Student Representative Assembly  
FROM: Ryan MacDonald, Vice President (Finance)  
SUBJECT: Vice President Finance Report  
DATE: October 10th, 2016

---

### **Student Representative Assembly,**

This is my first report to this assembly. Because it has been nearly six months since I have taken on this role, I will use this as an opportunity to update you on the progress of my platform as well as a variety of other projects. I've made significant progress on just about everything - but still LOTS to do. Let me know if you have any questions.

### **PLATFORM**

#### **Business Unit Communications Plan**

A part of my platform has been ensuring that our business units have a well defined and well supported communications plan. With the successful transition from our Student Life Development Coordinator and Administrative Assistant position into the Operations Coordinator and Marketing and Communications Director, our businesses are more well prepared for strategic and coordinated communications efforts across our organization.

#### **Digital Media Support**

I'm excited to update the assembly on changes to our digital media structure. With the Marketing & Communications Director we have a leader in coordinating digital media support in our organization. Secondly, we have hired an additional graphic designer to support our services and business units while evaluating potential areas of support at the Underground.

#### **Services Promotions Training**

While Shaarujaa did the majority of the work on this front along with our Marketing & Communications Director, for the first time ever this September our services PTMs and their promotions exec received formal promo training which is a huge win!

**Space Audit**

The space audit for part time services is complete. Maccess will be re-located to MUSC B111 with a successful vote to renovate the space to create a barrier free environment. Beyond this Shaarujaa and I will continue to evaluate our ongoing space needs and possibilities when new space becomes available.

**Campus Events / AvTek Rebrand**

Campus Events rebranded their service in terms of both their staffing structure and their logo and communications presence. We have seen significant improvements with respect to the financial performance of the service and will continue to evaluate our programming performance moving forward.

**Governance Support Review**

This is a project that in my year plan I outlined for second semester. I am excited to take on this project and after seeing some significant interest from members on the assembly, I'm excited to see this happen.

**Evaluating Clubs Funding**

We increased the MSU Dollar allocation from \$50 at all MSU Services to \$150 with a new process of evaluating and reconciling this system I think this will provide a significant benefit to our clubs system. Further, the Clubs Administrator was given permission to allocate beyond totals, which means that the MSU expects that not all clubs will spend their money so it is important to allocate more than our maximum to compensate for this. More funding for clubs = awesome for student life.

**TwelvEighty Business Plan**

For the first time in two years, we've completely revamped both the menu, price structure courtesy card system and communications strategy. I'm happy with the direction we have for TwelvEighty for this year, and look forward to implementing ping pong nights piloting November 7th and hopefully if successful implemented in second term.

**Full Time Performance**

A big priority of the board has been supporting full time staff and making sure that we are taking support and direction at the full time issues committee and making full time socials a priority to promote a positive team dynamic. We have designed new feedback mechanisms to hear out concerns from staff who might not necessarily be comfortable speaking their mind at a staff meeting.

**Accounting Manual**

The accounting department is nearly finished the accounting manual and will be a valuable tool for the department moving forward.

### **HSR Negotiation & Agreement**

We have both an exciting update and a frustrating one to report. Frustration stems from the director of the HSR being a vacant position for the last number of months and we've had to wait until the beginning of October to really begin negotiations. What I am excited to report is that we have received word after pressing the issue that presto integration and metrolinx negotiation is possible. Metrolinx sent a package to all post-secondary institutions in ontario about a new program for their presto cards that could have an effective post-second day pass integration available for September 2017. We will continue to update this group as negotiations progress and will aim to produce minutes of the negotiations if that is acceptable to all partners.

### **SoBI Negotiation**

Its done. The agreement just has to be signed by their board of directors and students have to vote on it next month - exciting stuff! This has been a pleasant experience and I'm confident that with the evaluation process we've outlined we can keep SoBI accountable to their commitment in providing adequate bike availability on campus.

### **University Budget Submission**

Blake is naturally taking the lead on this project. Over the summer the MSU was asked to comment and make recommendations with respect to student affairs as articulated in my platform. The recommendations were focused on efficiency in student affairs, focusing on core service delivery and supporting student life on campus. Faculty specific budget submissions will begin second term - look for an email from me over the next month to get the wheels spinning on this process.

### **Welcome Week Equity & Analytics**

This year, we implemented a rep-suit bursary for the MSU Maroons and recently presented to Welcome Week Advisory Committee about the larger concept. Shaarujaa and I have prioritized effective programming spending with respect to analytics. Our hope is that the MSU will be allocated some programs traditionally run by the University (and subsequently receive a larger part of the levy). We are very optimistic about the work on this front.

### **Transition Program Policy**

The transition programs policy will be something that I am excited to work on second term. With the changes to FYC being a priority, I look forward to engaging with this group and support it's success in collaborating on this policy in second term, potentially at policy con.

### **Sustainability Advocacy**

A big part of my platform has been supporting Justin on his focus of sustainability. Union Market will stop selling plastic water bottles starting in

January and we will continue to push the university to join us in this endeavour. Further, as we begin to formulate plans for the upcoming student space referendum in January, our submitted priorities for this space included a sustainability brief and student priorities.

### **Career Support & Entrepreneurship**

To be totally fair on this issue - this has not been a priority for me thus far. I hope to work on it second term. Some exciting developments include an MSU partnership for young professionals to attend HiVEX this November as well as MSU consultation on changes to the Forge, continuing to support it on campus through TwelvEighty, Consultation and program planning for the student space expansion has saw a potential plan drafted for an entrepreneurship incubator on campus. Lots to be done, but with the support of Dean of Students Sean Van Koughnett, I'm confident some good progress can happen.

### **Emergency Bursary**

The bursary has been successfully implemented with student financial aid and scholarships and the \$10,000 has become available starting September 1st. Last year Dan suggested looking into an endowment fund that could exist in perpetuity. It is of my opinion that to invest \$250K into an endowment is not an effective use of student funds as it allows us to continuously re-evaluate our program and respond to student needs.

### **PTM Financial Training Support**

This year I've made a big priority of supporting PTM and keeping my door open. I've also made a priority of re-designing our financial training and providing them a budget tracking sheet to evaluate their spending. Thus far feedback from both PTMs and our accounting staff has found both resources are much more useful and effective than past years. Saving time for our accounting staff and PTMs = big thumbs up.

### **Event Planning Packages**

I wanted to create an event planning package to make things easier for PTMs in estimating costs for program elements such as food, AV or promo. This has been developed in concert with all of our wonderful business unit staff and feedback thus far has been very positive! Happy that this easy thing has made a big difference.

### **Part Time Staff Wage Review**

This will end up likely being our most complex and largest project of the year. We will have a part time staff wage review completed by the end of this term and the new system should be implemented by May 1st. The wage system will be focused on pay equity and roles being reviewed based on their contribution and potential impact to the organization. Shaarujaa, Jess and I

have invested a lot of time into this and I'm excited about seeing this come to fruition.

### **Budget Review Period**

Tuesday November 15th- be there or be square! This will be the first ever MSU financial transparency fair (name to be changed FOR SURE) focused on giving students the opportunity to browse where their student fees actually go and ask questions if they have any with the board of directors. This will allow us to get feedback in a more tangible and substantial way towards making important decisions in the future.

### **Marmor + CFMU Fee Review**

The Marmor fee has been sent to referendum and hopefully a new system will be implemented next year. I think that this is really important for students to decide what they want to see with the Marmor. CFMU has taken a backseat on my priority list. CFMU has taken significant strides this year in terms of designing a new website which will be implemented second term and I think its really important to wait for their new multimedia focused approach before reviewing the value of the fee. They are evolving and we should allow them to evolve prior to putting them under the gun to be evaluated formally.

### **SRA Project Consultation**

This summer I spent some time meeting with SRA members and consulting on their projects. This gave me a good understanding and identified areas of support for those who took the time to meet with me. I will continue to identify myself as a resource to this group. If you need me - please come chat!

### **Courseware Strategy**

I supported Justin in the initial gathering phase of information with respect to courseware. As a board we decided this was a project that would be more effective if he took on the lead for this project. I will continue to make myself available should he need support.

### **Student Services Fee**

We're done! The final draft of the compulsory ancillary fees agreement is nearly complete. Blake and Justin have taken the lead with respect to the agreement while I have taken the lead on the implementation of the new SLEF and USIF structure.

### **Athletic Costs**

This is a big one. Look forward to seeing a lot of big changes in this space. Currently A&R is asking for a referendum of \$105 for increased programming in athletics including a pulse membership for all undergraduate students. I am working with Glen Grunwald, Debbie Marinoff and Mark Alfano from Athletics on the program, the expansion plan with Justin and the proposed implementation and interim plan. More updates to come on this one.

### **Strategic Consultation Campaign**

This will definitely be my big second term project. The evolution of this project may necessitate a change in scope to focus on student space and advocacy priorities working with Blake Oliver our VP Education. With significant needs for space on campus and potential major changes happening into the future, having a clear understanding of what students want to see is critically important. I spent a good amount of time in the summer drafting a proposal on this topic based on a strategic planning campaign designed at Waterloo. This is a future project that I'm excited to be working on and a main feature of my platform.

### **Campus Master Plan Critique**

This one might not be possible as the campus master plan will not be released in the timeline that was initially suggested. From our understanding the master plan will not be released potentially until late next summer. This will become a priority should timelines change.

### **Special Projects Funding**

Our themes for special projects funding include collaboration, sustainability, popping the bubble and community engagement. This should be a cool change that was the brainchild of the last years board for us to implement. The form for submission will be made available to PTMs starting after reading week.

## ***ADDITIONAL PROJECTS***

### **Homecoming**

My first big project in this role I'm incredibly excited to call Homecoming a success. While large parties in the community persisted the number of calls that security services and our community partners received were significantly less than previous years. This concert package set a record as the third largest revenue driven at any Campus concert behind 6fest at Ryerson and Western Homecoming last year with DVBBBS. The weather cooperated with us and we project to stay close to budget. We will be having a committee of the whole discussion at executive board following our debrief with campus partners to decide if this should be a project that we continue to do at McMaster moving forward. What this project showed me is that there is no shortage of a desire from McMaster students to invest in big student life initiatives.

### **Ath and Rec Expansion**

Taking up probably 2-3 hours a week at this point, the pulse expansion and "student community space" expansion is a huge part of Justin and I's week consistently. We look forward to presenting the plan for referendum on October 30th to the SRA.

**Health and Dental Review + SAP Implementation**

As you all know based on our last meeting, the health plan is running a significant surplus and we have to do something about it. Currently I'm excited to take on a fun project to implement a much needed student assistance program to complement our existing resources of mental health and student life supports at McMaster.

**MSU Investments Evaluation**

Currently the MSU has close to \$4 Million dollars in investments in stocks and bonds. I've been working with our General Manager and the Board to start designing a capital plan to shift our investment in markets to focus on investment in this community that will return a profit at an equal rate. What this means is that the MSU will begin looking at retail and service businesses as an option for investment in Hamilton. The thought process behind this being the MSU should make good use of student money and while investments are important to supplement our service delivery and ensure we have sufficient funds in our operating budget to continue growing, we should consider if we can do that simultaneously while achieving a similar objective. For example, why invest 500k in stocks when you could invest 500k in a restaurant in Westdale, return the same profit while also providing a valuable tool for student life and much desired student jobs.

**Permanent Stage in Faculty Hollow**

A recent project that I've taken on is tackling an opportunity to put a permanent stage in faculty hollow. It will be a multi-stakeholder project as both McMaster Facilities and Royal Botanical Gardens needs to be involve but I think the effort is worth the potential cost. Currently between Welcome Week and Homecoming we spend upwards of 70k on staging in faculty hollow. If we are able to build a permanent bandshell, the MSU and other campus partners would be able to benefit significantly both with respect to accessibility of programming costs and new initiatives. Imagine movie nights for residences, coffeehouses in the fall and theatre groups in the summer. Lots of opportunity and worth the time and effort. I'll update you as this progresses.

If you have any questions please let me know.

**Ryan MacDonal**

Vice President (Finance) & CFO  
McMaster Students Union



# MEMO

---

TO: SRA Members and Committee Chairs  
FROM: Jason Dales  
SUBJECT: MSU Governance AD HOC Committee  
DATE: October 11, 2016

---

To All SRA members /Committee Chairs/Caucus Leaders:

I would like to thank you all for being here today and for reading my motion as circulated. In moving forward with our duties to students I have been going over the idea of governance changes inside the MSU for the past few months. With that being said I will be motioning to move forward with the creation of an ADHOC committee as outlined for the purpose of investigating alternatives or short comings in our current organizational structure.

Please feel free to ask any questions you may have,

Regards,  
Jason Dales

Notice of Motion:

Moved by Dales seconded by \_\_\_\_\_ that a governance *Ad Hoc Committee* be struck for the duration of the fall and winter semesters of the Student Representative Assembly (2016-2017) under the following terms of reference:

### **Ad Hoc Committee to investigate Governance Structure of the MSU**

The committee shall be struck to investigate and report to the SRA by no later than November 27<sup>th</sup> in the Fall term (Term One) updates and examples of possible alternative structures or changes. Further by March 26<sup>th</sup> 2017 a formal recommendation of structural changes (if any) shall be brought forward to the assembly for official review and movement of referendum for the October by elections.

#### **Consist of the following voting members:**

- One (1) chair of the committee who shall be elected from the SRA at large
- One (1) MSU President
- A minimum of three (3) and a maximum of five (5) SRA member elected at-large,
- A minimum of three (3) and a maximum Five (5) MSU members elected at-large,
- Bylaws and Procedures Commissioner,
- Operations Commissioner.

#### **Include the following official observers:**

- All SRA members not otherwise voting members of the committee,
- An MSU Administrative Assistant,
- Chief Returning Officer (CRO),
- Deputy Returning Officer (DRO),
- Vice President (Education, Finance, Administration)

#### **Without limiting the generality of the foregoing, this committee shall:**

- Provide the MSU Bylaws Committee and Operations Committee with an opportunity to examine the Ad Hoc committee's findings and recommendations, so as to ensure that recommendations are aligned with

the MSU constitution, bylaws, policies, and practices. The deadline to make those recommendations is March 1<sup>st</sup> 2017.

- Investigate alternatives to the VP, commissioner and SRA governance structure, but not limited to those areas;
- Provide a number of recommendations based on its findings to the SRA in order to allow the Assembly the opportunity to vote on which recommendation it deems as the most appropriate to undertake. One of the recommendations shall be a formal proposal for a referendum, with an official breakdown of ballot options and all pertinent/relevant information in regards to the ballot options, as it would be presented to the MSU membership.
- Provide the Bylaws and Procedures Committee an opportunity to examine the findings of the committee, to ensure its proposals do not conflict with or contravene the MSU Constitution or any applicable Bylaws, in such cases new bylaws or constitution changes will be brought forward;
- Provide the Operations Committee an opportunity to examine the findings of the committee, to ensure its proposals do not conflict with or contravene any existing MSU Operating Policies, in such cases new operating changes will be brought forward;

### **Timeline and Dissolution**

- Submit 2 written interim reports to update the SRA about the findings of the Ad Hoc Committee for Governance Structure
  - o First report update will be completed at the last SRA meeting in November 2016
  - o Second report update will be completed for the last SRA meeting in March 2017
- Submit a written final report to the SRA no later than March 14<sup>th</sup> of the Spring term (Term Two).
- As per Bylaw 3, 6.2.4. and 6.2.5., dissolve upon the completion of their mandate or upon the end of the 2016 - 2017 SRA's term in office.



# MEMO

*From the office of the...*

## Vice-President Finance & CFO

---

TO: Student Representative Assembly  
FROM: Ryan MacDonald, Vice President (Finance)  
SUBJECT: Exclusive Club Card Referendum - MSU Stance  
DATE: October 10th, 2016

---

### **Student Representative Assembly,**

As you are aware, this upcoming by-election/referenda period will have far more questions for students to answer than they are regularly used to. One of these referendums which was brought through student petition was for the “Exclusive Club Card” program, a student discount card with 30+ local retailers in the Hamilton community.

I am writing this memo to put forward a motion for the SRA and the MSU to formally take a negative stance on the referendum and use its considerable financial and communications resources to promote the referendum in an attempt to showcase to students why they should vote no.

### **WHY?**

First of all it is important to note the way by which this came to referendum. Student employees of the Exclusive Club Card brand deliberately mislead students, specifically first year students in residence with respect to the value of this card, advertising “thousands of dollars” in discounts for a “small price of only \$5”. The intention of student referendums is to create fees in which students can decide if the merits of the benefit outweigh the potential price, **this referendum is a clear example of a corporation intentionally misleading students for their financial benefit.** Referendums we’ve put forward previously include methods of transit or student services delivered at McMaster. Frankly, the exclusive club card has no place as a student ancillary fee and as a watchdog of student fees, I would hope that this assembly agrees it is important to make these points clear.

To be absolutely clear: this referendum is not only immoral from an ethical standpoint as the creators of the ECC stand to benefit financially of over \$100,000 in student fees, **it is also a discount card which provides terrible**

**value to students.** The ECC currently offers 31 discounts in Hamilton ranging from 10% off Budget Rent-A-Car to \$5 off regular haircuts at Mike's Barber on main street. Without a doubt, the MSU can produce a card of similar or significantly better value to students in Hamilton at **NO ADDITIONAL COST TO STUDENTS.** In fact if it is the will of this assembly, the SRA could choose to formally task the board of directors or take it upon themselves to create a discount card by the end of this year to completely eliminate any merit that this card could provide to an individual student.

## **HOW?**

Historically, the MSU has not endorsed or taken a negative stance on any referendum involving student fees. This precedent is normally set because we believe it is important that students decide for themselves what they are going to pay for. The challenge with this referendum and why I believe it is crucial that we take a negative stance is that in most circumstances fee changes are driven by the SRA. In this case it is driven by non-students who have coerced 3% of the student population through financial incentives or misleading to sign a petition. It is our responsibility to articulate to the student body what the SRA believes the right position to take is.

By voting in favour of the motion presented, we will be dedicating financial and communications resources, through the form of staff time, video production and graphic/print materials to negatively articulate why the the SRA thinks that this is not good value for students at that it is their recommendation that the student population at McMaster votes no. As with constitutional amendments, the SRA most endorse a position of which will be articulated on the ballot sent to students, in this particular circumstance there is no reason why a different precedent should be set.

The motion presented will be as follows:

**Moved by MacDonald, seconded by Monaco-Barnes that the SRA take a negative stance on the Exclusive Club Card referendum and use the full capacity of the MSU's financial and communications resources to recommend to students that they should vote no in the upcoming referendum.**

This motion allows for flexibility in a well designed communications campaign articulating all of our upcoming referenda on Vice-Presidents at large, SoBI and the Marmor. However, in respect to the ECC a clear disclaimer will be articulated that the SRA formally voted to recommend that students vote no on this referendum.

## THEN WHAT?

It is clear to me that there are significant challenges in terms of our process for referenda where 3% of the student population can be misled and co-opted into signing a petition which brings forward a fee that is a clear mis-use of student dollars. The purpose of student petition referenda is so that students at large have a voice when they become disenchanted and not heard by their elected leaders. This must remain intact. However, if we are in a position where there is a potential to abuse upwards of \$100,000 worth of student fees, something must be changed.

Therefore I am putting forward a second motion formally tasking the Bylaws & Procedures committee to investigate our procedures for referenda initiation, specifically with respect to student fees and report back to the SRA by November 27, 2016 with options for constitutional referenda. The motion will be presented as follows:

**Moved by MacDonald, seconded by Nardarajah that the SRA formally task Bylaws and Procedures committee to investigate MSU procedure for initiating referenda, recommend changes to eliminate opportunities for abuse within our current structure and report back to this assembly before November 27th, 2016 with options for constitutional or bylaw amendments.**

It is important that we constantly take a look at our procedures so that we are both accurately representing student voices, giving them opportunity to share their concerns and be heard while simultaneously acting as watchdogs for responsible spending of student money.

I am more than happy to answer any questions you may have about this important topic. Hope you all have an enjoyable reading week while reading this memo.

Sincerely,



**Ryan MacDonald**

Vice President (Finance) & CFO  
McMaster Students Union  
905 525 9140 Ext. 24109  
[vpfinance@msu.mcmaster.ca](mailto:vpfinance@msu.mcmaster.ca)



# MSU CONSTITUTION

## I NAME AND DEFINITION

The following is the Constitution of the McMaster Students Union/Syndicat des Étudiants de McMaster, the organization representing the undergraduate students of McMaster University. In practice, the organization shall be known as the McMaster Students Union or the MSU. In all instances, this document forms a binding terms of reference for all its operations, activities, and policies, except where this document may be superceded by the letters patent and such bylaws passed by the McMaster Students Union Incorporated/Syndicat des Étudiants de McMaster Incorporé under the terms of the Corporations Act of Ontario.

## II PURPOSE

The purpose of the MSU is to draw into a true society all students at McMaster University. In pursuit of this, it will foster activities and events which will enhance the University experience of its members and contribute to the life of the University as a whole. Further, it will seek to facilitate communication between the student body, the University, and other organizations and will organize and regulate student self-government.

## III MEMBERSHIP

- A. All full time undergraduate students shall be members.
- B. Honorary membership may be granted to individuals by the Student Representative Assembly (SRA); these honorary members shall not have voting rights at any meeting of an MSU governing body.

## IV ADMINISTRATIVE STRUCTURE

### A. GENERAL ASSEMBLY

1. Membership of the General Assembly shall include A. of Article III.
2. A meeting of the General Assembly shall be called by the Secretary of the MSU within thirty (30) days on resolution of the SRA; or in receipt of a petition of two percent (2%) of the MSU membership; or at the call of the President.
3. All resolutions passed at a meeting of the General Assembly are binding on the SRA.
4. Three percent (3%) of the membership of the MSU, or two hundred and fifty (250) members, whichever is higher will constitute quorum for a meeting of the General Assembly, provided that public notice of the meeting is given ten (10) school days in advance. Failing ten (10) school days public notice, ten percent (10%) of the membership of the MSU will constitute quorum.
5. At least one (1) General Assembly meeting of the MSU shall be held per academic year.

### B. STUDENT REPRESENTATIVE ASSEMBLY (SRA)

---

Approved Jan 17/64	Amended Feb 22/77
Amended Dec 9/64	Amended Feb 21/79
Amended Dec 1/65	Amended Feb 12/97
Amended Feb 5/69	Amended Feb 4/11
Amended 1969/70	Amended Jan 29/15

1. Membership

- a) There shall be a Student Representative Assembly (SRA) composed of the following elected members of the MSU:
  - i. The President and Vice-Presidents of the MSU.
  - ii. The academic division representatives.
- b) The number of academic division representatives on the SRA shall be limited to the following conditions:
  - i. Each academic division on the SRA shall automatically have one (1) representative, and additional representatives shall be allocated among the academic divisions as set out in a bylaw approved by the SRA.
  - ii. There shall be not less than fifteen (15) and not more than twenty-five (25) additional representatives.
- c) All academic divisions on the SRA, as well as the procedures for adding or removing academic divisions on the SRA, shall be defined in a bylaw approved by the SRA.
- d) Any vacancy occurring in the SRA shall be filled from the relevant division through a by-election to be initiated within fifteen (15) school days of the seat being declared vacant, pursuant to a by-election schedule set out in a bylaw approved by the SRA.
- e) Upon receipt of the written resignation of a Vice-President, the [SRA-full MSU membership](#) shall fill the vacancy ~~from the membership of the MSU at its next meeting through an election period~~ no sooner than one week after notice has been published in *The Silhouette*.

2. Duties

The SRA shall:

- a) Be the policy making body of the MSU.
- b) Appoint all Standing Committees.
- c) Appoint such special committees, as it deems necessary.
- ~~d) Elect annually from the membership of the MSU, the Vice-Presidents of the MSU.~~
- e) Elect annually from the membership of the MSU by two-thirds (2/3) affirmative vote of the SRA members present, the Speaker of the MSU.
- f) Appoint the Secretary of the MSU on an annual basis.
- g) Place restrictions on the functions of the Executive Board during the summer period.

3. Voting

The Speaker and Secretary of the MSU shall have no vote at SRA meetings.

4. Meetings

- a) The SRA shall meet within ten (10) days at the call of the Vice-President (Administration); or on petition to the Vice-President (Administration) of not less than 1% of the MSU membership; or on petition to the Vice-President (Administration) by not less than ten (10) members of the SRA.
- b) A meeting may be moved to closed session on resolution of the SRA.
- c) Fifty percent (50%) of the voting members of the SRA shall constitute quorum at all times for SRA meetings.

C. OFFICERS

1. The President shall:
  - a) Be the Chief Executive Officer and principal spokesperson of the MSU.
  - b) Be an official observer of all committees appointed by the SRA.
  
2. The Vice-President (Administration) shall:
  - a) Be the Chief Administrative Officer.
  - b) Be the Deputy Speaker of the SRA and shall call all its meetings.
  - c) In the absence of the President, perform the duties of the President.
  - d) Be an official observer of all committees appointed by the SRA.
  - e)
    - i) In the case of the resignation of the President prior to the commencement of the second half of the President's term, the Vice-President (Administration) shall be interim President until an election for a new President is held.
    - ii) In the case of the resignation of the President after the commencement of the second half of the President's term, the Vice-President (Administration) shall become President for the remainder of the President's term of office. In this eventuality, the Vice-President (Administration) must resign as Vice-President (Administration).
  
3. The Vice-President (Finance) shall:
  - a) Be the Chief Financial Officer;
  - b) Under the direction of the SRA shall:
    - i) Cause to be kept its books of account;
    - ii) Arrange for the custody and disbursement of funds of the MSU.
  - c) Submit at least annually to the MSU, statements audited by an accountant registered under the Public Accountancy Act of Ontario.
  - d) Be an official observer of all committees appointed by the SRA.
  
4. The Vice-President (Education) shall:
  - a) Under the direction of the SRA, advocate at-large for the academic interests of the MSU membership.
  - b) Be an official observer of all committees appointed by the SRA.
  
5. The Speaker shall:
  - a) Uphold and interpret the Constitution and bylaws;
  - b) Preside at all meetings of the SRA and General Assembly.
  
6. The Secretary shall:
  - a) Be the custodian of the records;
  - b) Keep the minutes of the meetings of the SRA, General Assembly, and committees of the MSU as directed from time to time.

**D. STANDING COMMITTEES OF THE SRA**

1. There shall be at least one (1) Standing Committee dealing with each of the following areas: external affairs, finances, internal governance, services, and university affairs.

2. The SRA shall elect annually the SRA and MSU members at large to these committees.

E. THE EXECUTIVE BOARD OF THE SRA

1. The Executive Board shall consist of the President, who shall chair the meetings, the Vice-President (Administration), Vice-President (Finance), Vice-President (Education), and up to five (5) other members of the SRA.
2. Duties
  - a) To administer the day to day operations of the MSU.
  - b) To act as an advisory board to the SRA on the effects of SRA policy decisions on the day-to-day operations of the MSU.
  - c) To prepare the MSU budgets for final recommendations to the SRA.
  - d) To expend and re-allocate funds within any MSU budget category.
  - e) To perform the functions of the SRA during the summer subject to any restrictions placed on it by the SRA.
  - f) In the case of an emergency situation where the SRA is unable to meet, the Executive Board may make an interim decision, although any policy decisions shall be subject to ratification at the next SRA meeting.
  - g) To strike a committee when required for the purpose of appointing subordinate officers to assist in administering the policies of the MSU. These officers to be ratified by the SRA.
  - h) Shall be accountable for all its actions to the SRA.
  - i) To ensure the development and review of the long-term objectives of the MSU.

**V ANNUAL ELECTIONS**

- A. The President [and Vice Presidents \(Administration, Education, and Finance\)](#) shall be elected by and from the full MSU membership annually and shall hold office from May 1 for twelve (12) months.
- B. The academic division representatives of the SRA shall be elected by and from their relevant constituencies annually and shall hold office from April 1 for twelve (12) months.
- C. The relevant constituency for an academic division representative shall be the MSU members registered in the respective academic division.

**VI BYLAWS**

- A. Bylaws may be adopted or amended by a majority vote of the entire SRA, including vacancies, pending ten (10) days prior written notice of the specific bylaw change to the SRA.
- B. All interpretations of the Constitution made must be in accordance with the bylaws in force at the time the interpretation is made.

**VII REFERENDA**

- A. A referendum of the general membership of the MSU may be called on a question of policy or any other matter.
- B. A petition signed by three percent (3%) of the MSU membership delivered to the Vice-President (Administration); or a resolution of the General Assembly; or a majority vote of the total members of the SRA shall initiate a referendum.
- C. All referenda called once the above conditions are met shall be administered by the Elections Committee.
- D. The minimum number of ballots in a referendum must be equal to ten percent (10%) of the membership of the MSU for the results of the referendum to be a binding resolution on the SRA.

## **VIII RECALL**

- A. Grounds for recall shall be:
  - 1. Failure to make reasonable attempts to carry out the duties of office or obey the policies of the MSU as outlined in the Constitution, bylaws, or other official documents of the MSU.
  - 2. Using the position held in contravention of the legitimate rights and interests of the member's constituents.
- B. Recall of an officer appointed or ratified by the SRA, with the exception of those under Clauses C. and D. of this article, shall be automatic on a two-thirds (2/3) affirmative vote of the SRA on an appropriately worded resolution at two (2) consecutive SRA meetings.

All vacancies created by a recall motion shall be filled according to established MSU Procedures.

- C. Recall of Vice-President(s)
  - 1. A petition of thirty-three percent (33%) of the SRA delivered to the Speaker of the MSU shall initiate recall procedures.
  - 2. The Secretary of the MSU shall give at least ten (10) business days' notice of an SRA meeting for the purpose of recall by:
    - a) Sending written notification to all SRA members.
    - b) Posting it on the official MSU notice board.
  - 3. Recall shall be automatic upon two-thirds (2/3) affirmative vote of the total membership of the SRA at two (2) consecutive SRA meetings.
  - 4. Vacancies created by recall motion shall be filled according to established MSU procedures.
- D. Recall of President or Academic Division Representative
  - 1. Initiation. A petition of three percent (3%) of relevant constituency delivered to the Speaker of the MSU shall initiate recall procedures.
  - 2. Notice. Upon validation of petition by the Chief Returning Officer of the MSU, the Secretary of the MSU shall give a least ten (10) school days' notice of a meeting or referendum of relevant constituents for the purposes of recall by:
    - a) Posting it on the official MSU notice board and publishing it in *The Silhouette*.
  - 3. Quorum

- a) The President and SRA may be recalled through a referendum of the relevant constituency.
  - b) The minimum number of ballots in a referendum must be equal to fifteen percent (15%) of the membership of the relevant constituency for the results of such referenda to be binding.
  - c) The quorum for a meeting of the General Assembly for the purpose of recall of the President, in place of a referendum shall be three percent (3%) of the MSU membership.
4. Recall shall be automatic upon two-thirds (2/3) affirmative vote.
  5. Vacancies created by recall motion shall be filled according to established MSU procedures.
- E. Any person having been recalled may seek re-election.

## **IX AMENDMENTS**

- A. Initiation. A proposed amendment, supported by a petition of three percent (3%) of the members of the MSU, or by petition of at least fifty percent (50%) of the members of the SRA delivered to the Vice-President (Administration).
- B. Notice. The Vice-President (Administration) and the Secretary shall give notice of a proposed amendment at least ten (10) school days prior to an SRA meeting by posting it on the official MSU notice board and publishing it in *The Silhouette*.
- C. Voting. The SRA shall debate the proposed amendment and present it with a recommendation to a meeting of the General Assembly. For this purpose, a referendum may take the place of a General Assembly meeting. The minimum number of ballots in such a referendum must be equal to ten percent (10%) of the general membership of the MSU.
- D. Adoption. The amendment is adopted if it receives a two-thirds (2/3) affirmative vote of those present at a meeting of the General Assembly or of those voting in the referendum.
- E. Authority. If any amendment necessitates changes in the Constitution of any other organization affiliated with the MSU, such changes shall become automatic on its passing. Any such change in the Constitution will require a review of the bylaws to determine whether or not revisions are necessary. Such revisions will take place within sixty (60) days.

## **X ENABLING CLAUSE**

This Constitution will take effect April 1, 1979, pending acceptance by the membership of the MSU. The bylaws will take effect April, 1979 pending acceptance under the previous Constitution by the SRA 1978/79.