



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

Location: Students' Union Boardroom, Waterloo
Date: Feb 2, 2018, 6:00 PM

The Strategic Ends of the Students' Union

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

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

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

Start	Duration	Agenda Item	Type	Presenter
6:00 PM	6:00 PM	Call to Order	adm	Chair Plummer
6:00 PM	6:01 PM	Adoption of Agenda	D	Chair Plummer
6:01 PM	6:02 PM	Adoption of Consent Agenda: GP#2f , GP#2g	D	Chair Plummer
6:02 PM	6:03 PM	Regrets	adm	Chair Plummer
6:03 PM	6:04 PM	Conflicts of Interest	adm	Chair Plummer
6:04 PM	6:44 PM	Presentation: Reproductive Rights	fi	Alicia Hall
6:44 PM	6:50 PM	Comments from the Chair of the Elections Portfolio	fi	Director Naeem
6:50 PM	7:05 PM	Update from Board Training Committee	D	Director Rezkalla
7:05 PM	7:08 PM	Ratification of #LaurierVotes Results	D	Vice-Chair Del Bono
7:08PM	7:14PM	Items Pulled from the consent Agenda	D	Chair Plummer
7:14 PM	7:20 PM	General Announcements	fd	Chair Plummer
7:20 PM	7:20 PM	Adjournment	D	Chair Plummer
Total	1hr20min			

REMINDERS:

- 1) The next Board Meeting is February 16th at 6:00pm on the Waterloo Campus
- 2) Congratulations and thank you to everyone who was involved with the #LaurierVotes Campaign!
- 3) The Board Mentorship program will begin soon - I will keep you posted!

LEGEND:

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

Governance Process #2f "Board Committee Principles"

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

Signed,



Tarique Plummer
Chair of the Board and Chief Governance Officer
Wilfrid Laurier University Students' Union

January 31, 2018

(Board Policy is indicated in bold typeface throughout.)

POLICY STATEMENT GP2F1: Board Committees will:

- 1. Assist the Board by preparing policy alternatives and implications for Board deliberation.**

CGO INTERPRETATION

I interpret "preparing policy alternatives and implications" to mean that Board committees provide insight on possible policy amendments and the impact of certain measures on the governance capacity of the organization.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. Committees provide the Board with information that pertains to matters being dealt with through Board operations.

EVIDENCE

1. Committees have offered policy changes for Board approval when necessary.

I report this section as **COMPLIANT**.

POLICY STATEMENT GP2F2: Board Committees will:

2. **Avoid speaking or acting on behalf of the Board except when formally given such authority for specific and time-limited purposes. Expectations and authority will be carefully stated in order not to conflict with authority delegated to the President.**

CGO INTERPRETATION

I interpret "avoid speaking or acting on behalf of" to mean that Board committees will avoid making declarations or fulfilling obligations that fall outside the scope of the committee. I interpret "except when formally given such authority for specific and time-limited purposes" as the mandate given to the committee by the Board of Directors for a set period of time. I define "expectations and authority" as the specific products that come as a result of the committee's work, and the powers that the committee has to complete these products. I interpret "in order not to conflict with the authority delegated to the President" as meaning that Board committees have a specific mandate set for them in order to avoid unduly influencing the operations of the organization.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. No committees have made public statements on behalf of the Board, prior to notification at Board meetings.
2. There have been no reports of a Board committee unduly influencing the operations of the organization.

EVIDENCE

1. The Ownership Linkage and Finance Committees are the only two that have made public statements on behalf of the Board, which is a function that falls within their mandates.

2. There have been no reports of a Board committee unduly influencing the operations of the organization.

I report this section as **COMPLIANT**.

POLICY STATEMENT GP2F3: Board Committees will:

3. **Avoid exercising authority over, and directly dealing with staff operations.**

CGO INTERPRETATION

I define "avoid exercising authority over" as Board committees are unable to delegate tasks or supervise the operations of the President and their employees. I define "directly dealing with staff operations" as meaning that Board committees are unable to unduly influence or interrupt the duties of any individual employee under the President; as such actions could be viewed as a violation of the Board's mandate.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. There are no reports of Board committees having delegated task to, supervising, or interrupting the operational duties of any employee within the organization.
2. Board members, employees, and the President are made aware of this policy.

EVIDENCE

1. There have been no reports of Board committees having unduly influenced the operations of the organization.
2. Board members, employees, and the President are made aware of this policy at the first meeting of any Board committee, and each member has access to the policy manual of the organization.

I report this section as **COMPLIANT**.

POLICY STATEMENT GP2F4: Board Committees will:

4. **Avoid monitoring organizational performance.**

CGO INTERPRETATION

I interpret "avoid monitoring organizational performance" to mean that Board committees are not permitted to evaluate the performance of the Organization, the President/CEO, or their staff, as this responsibility belongs to the Board of Directors as a whole.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. There are no reports of any committee evaluating the performance of the Organization.

EVIDENCE

1. There have been no reports of any committee evaluating the performance of the Organization.

I report this section as **COMPLIANT**.

POLICY STATEMENT GP2F5: Board Committees will:

5. **Avoid duplicating organizational structures and committees.**

CGO INTERPRETATION

I interpret "avoid duplicating organizational structures and committees" to mean that Board committees are not allowed to be given a mandate that replicates that of another committee or component of the Students' Union.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. No committee is struck that duplicates the mandate of an operational committee

EVIDENCE

1. The non-standing committees that have been struck this year do not duplicate the mandate of an operational committee.

I report this section as **COMPLIANT**.

POLICY STATEMENT GP2F6: Board Committees will:

6. **Be used sparingly and/or ordinarily in an ad hoc capacity.**

CGO INTERPRETATION

I define "sparingly" as only when necessary. I define "ad hoc capacity" as striking a committee to fulfill a specific mandate within a limited time frame. Upon the completion of any ad hoc committee's mandate and/or the expiry of the time frame, the committee disbands.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. Non-standing Board committees are struck to fulfill a specific mandate and are disbanded once that mandate is completed.

EVIDENCE

1. Direct inspection committees that have met have disbanded following the completion of their mandate, while other non-standing committees are still operating within their time frame.

I report this section as **COMPLIANT**.

POLICY STATEMENT GP2F7: Board Committees will:

- 7. Elect a Board member to act as Chair of each committee whose responsibilities shall include.**
 - a. Delivering all reports to the Board**
 - b. Ensuring that the committee does not exceed its mandate as directed by the Board; and**
 - c. Ensure that proper and thorough minutes are taken and delivered to the CGO.**

CGO INTERPRETATION

I define "elect a Board member to act as Chair" as facilitating an election for a committee chair during the first committee meeting. I define "responsibilities" duties that must be fulfilled by the committee chair in order to demonstrate due diligence. I define "delivering all reports" as providing the Board with periodic updates at Board meetings when relevant, answering any questions, and presenting the final report at the end of each committee's time frame. I interpret "does not exceed its mandate" as delivering no more or less than what the Board has mandated the committee to do. I define "proper and thorough minutes" as a detailed record of any discussion that takes place during meetings of the committee for reference by Board members upon request.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. The Chair of each committee presents updates to the Board and provides a final report at the end of the committee's time frame.
2. The Chair of each committee knows their mandated outcomes and has ensured that their committee has not overstepped their mandate.

EVIDENCE

1. Time is allotted at Board meetings (typically following committee meetings or when relevant) for Committee Chairs to provide updates and to answer any questions.
2. The Chair of each Committee has ensured that it is not exceeded in its mandate.

I report this section as **COMPLIANT**.

POLICY STATEMENT GP2F8: Board Committees will:

- 8. Ensure that this policy applies to any group that is formed by Board action. It does not apply to committees formed under the authority of the President.**

CGO INTERPRETATION

I interpret "ensure that this policy applies" as each Board committee is aware of and in compliance with the conditions presented in this policy. I define "any group that is formed under Board action" as any committee, task force, or research group that is struck by the Board of Directors to help fulfill its mandate. I interpret "committees formed under the authority of the President" as operational committees that fall outside the jurisdiction of the Board.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. All committee members are made aware of policy GP#2f "Board Committee Principles" at the beginning of their mandate.

EVIDENCE

1. All Board members have been trained on policy GP#2f "Board Committee Principles" during Board-Elect training and all committee members have been made aware of and have access to the policy manual of the Organization.

I report this section as **COMPLIANT**.

GLOBAL POLICY STATEMENT GP2F: Board Committees will be assigned to help fulfill the Board's mandate.

CGO INTERPRETATION

I interpret "help fulfill the Board's mandate" as Board committees are designed to explore further into a specific topic that falls within the jurisdiction of the Board.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. All subsections of the policy are reported as compliant.

EVIDENCE

1. All subsections of the policy are reported as compliant. I report this section as **COMPLIANT**.

Governance Process # 2g "Board Committee Structure"

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

Signed,

A handwritten signature in black ink, appearing to read "T. Plummer", with a long horizontal flourish extending to the right.

Tarique Plummer
Chair of the Board and Chief Governance Officer
Wilfrid Laurier University Students' Union

January 31st, 2017

(Board Policy is indicated in bold typeface throughout.)

Global Policy Statement GP2g: A committee is a Board committee only if its existence and charge come from the Board, regardless whether Board members sit on the committee. The only Board committees are those which are set forth in this policy or those created in an ad hoc basis by the Board. Unless otherwise stated, a committee ceases to exist as soon as its task is complete. Timely reporting to the Board shall be by appropriate verbal comments by the committee chair, unless otherwise stated in the committee mandate. All Board committees shall submit a final report following the conclusion of the committee's mandate. Board committees should only be used to assist the Board in completing its own governing objectives.

CGO INTERPRETATION

I interpret "existence and charge" as the committee came into being with a mandate approved by the Board of Directors. I interpret "regardless whether Board members sit on the committee" as all committee members, whether they are members of the Board of Directors or not, must abide by the principles outlined in GP#2f "Board Committee Principles", and remain dedicated to providing products for Board consideration. I define "only Board committees are those which are set forth in this policy" as the Ownership Linkage Committee, Finance Committee, and General Meeting and Election Appeals Committee. I define "unless otherwise stated, a committee ceases to exist as soon as its task is complete" as Board committees must disband when the Board of Directors deems that its mandate has been completed. While this is normally determined when the committee is struck, the Board of Directors has the power to extend the mandate of any Board committee. I interpret "timely reporting to the Board

shall be by appropriate verbal comment by the Committee Chair” as the Board committee must provide the Board of Directors with a verbal update at a Board Meeting following committee meetings, as well as answer any questions that Board members may have. I define “shall submit a final report to the Board following the conclusion of the committee’s mandate” as the Committee Chair must submit a report to the Board of Directors for approval following the conclusion of the committee’s mandate, outlining any final recommendations of the committee. I define “should only be used to assist the Board in completing its own governance objectives” as each committee must serve the governance mandate of the Board of Directors while having an agenda that conforms to said mandate.

OPERATIONAL DEFINITION

Compliance will be demonstrated when:

1. All committees are brought into existence by the Board.
2. All non-standing committees have a set expiration date.
3. All committees provide updates at all meetings in which they have relevant material to present.
4. All committees provide a final report to the Board.
5. All committees operate only to fulfill a specific mandate as approved by the Board.

EVIDENCE

1. No Board committees have been struck by anyone except the Board.
2. Committees, including standing committees, have expiration dates.
3. Committees, after meeting, have provided updates to the Board at all meetings in which they had relevant material to present.
4. Committees who have completed their mandate have submitted a final report to the Board.
5. All committees have specific mandates outlined.

I report this section as **COMPLIANT**.

Reproductive Rights' motions:

Whereas reproductive rights include the right to have children, the right to not have children, and the right to parent the children we have; and

Whereas anti-choice groups target individual's right to not have children through the use of misinformation, intimidation, and coercion; and

Whereas these practices cause harm on a systematic and personal level; and

Whereas there are ways of being pro-life, supporting pregnant individuals and decreasing abortion rates, without being anti-choice within the reproductive justice framework, thus being consistent with personal beliefs without causing harm; therefore,

Be it resolved that the WLU students union adopt a stance to support and uphold students reproductive rights.

Be it further resolved that clubs whose constitution are anti-choice in nature will be asked to amend their constitution in order to affirm students reproductive rights.

Be it further resolved that clubs who holds an event or campaign that is anti-choice in nature will be given one warning and asked to ensure future events or campaigns affirm reproductive rights.

Be it further resolved that if clubs do not amend their constitution or continue to plan anti-choice events or campaigns, they will forfeit their student union funding and future events and campaigns run by such clubs will be required to take place in such a way that individuals will have a choice in their level of engagement with these events or campaigns (ex. take place in closed rooms).

Board Committee Structure – Board Training and Transition

Products:

1. Review and assess the effectiveness of past Board training and transition plans.
2. Review and assess required topics for mandatory board training sessions.
3. Review and assess the structure and facilitation of Board training sessions.

Authority:

1. This committee shall issue recommendations and offer alternatives to the Board but has no authority to ratify any changes to policy.

Composition:

Membership shall consist of:

- a) Three (3) Directors to be elected by the Board; and
- b) Three non-voting reference members:
 1. President and Chief Executive Officer;
 2. Executive Director and Chief Operating Officer;
 3. Director, Policy Research and Advocacy.

Time Frame:

1. This ad hoc committee shall present its recommendations to the Board of Directors on or before February 16, 2018.