



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

Location: Students' Union Boardroom, Waterloo
Date: April 5th, 2017, 4:00 PM

The Strategic Ends of the Students' Union

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

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

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

Land Acknowledgement:

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

Start	Duration	Agenda Item	Type	Presenter
4:00 PM	4:01 PM	Call to Order & Land Acknowledgement	adm	Chair DeSumma
4:01 PM	4:01 PM	Adoption of Agenda	D	Chair DeSumma
4:01 PM	4:02 PM	Adoption of Consent Agenda:	D	Chair DeSumma
		Monitoring Reports: EL#2d , EL#2e , EL#2f , EL#2m		President VanHerzele
4:02 PM	4:03 PM	Adoption of Minutes: March 24, 2017	D	Chair DeSumma
4:03 PM	4:04 PM	Regrets	adm	Chair DeSumma
4:04 PM	4:05 PM	Conflicts of Interest	adm	Chair DeSumma
4:05 PM	4:45 PM	Presentation: Mayor of Waterloo - Dave Jaworsky	fi	Mayor Jaworsky
4:45 PM	4:50 PM	Comments from the Chair of the Board & CGO	fi	Chair DeSumma
4:50 PM	5:00 PM	Comments from the President & CEO	fi	President VanHerzele
5:00 PM	5:05 PM	Comments from the Executive Director & COO	fi	ED Champagne
5:05 PM	5:35 PM	<u>Department Updates:</u>	fi	
		Programming & Services: Brantford		VP Gerlings
		Programming & Services: Waterloo		VP Hutchings
		Clubs & Associations		VP Jenkins
		Finance & Administration		VP Wildish
		University Affairs		VP Aitchison
5:35 PM	5:37 PM	End of Year Report on Presidential Performance	D	Chair DeSumma
5:37 PM	5:39 PM	End of Year Report on Board Performance	D	Chair DeSumma
5:39 PM	5:40 PM	Items Pulled from the Consent Agenda	if/D	Chair DeSumma
5:40 PM	5:45 PM	New Business & Announcements	fd	Chair DeSumma
5:45 PM	6:15 PM	Incamera	fi	Chair DeSumma
6:15 PM	6:15 PM	Adjournment	D	Chair DeSumma
Total	2hr15min			

REMINDERS:

- 1) Make sure to keep an eye out for the meeting evaluation form and **fill it out!**
- 2) Our **last** Board Meeting is April 28th at **1:00pm** on the Waterloo Campus
- 3) Congratulations to Shannon Kelly on winning Director of the Year!
- 4) Make sure you are reaching out to your Mentee!

LEGEND:

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

Present: Nick DeSumma, Nick Molkoski, Stephanie Bellotto, Matt DeSumma, Faraz Iftekharuddin, Kevin Jang, Shannon Kelly, Hubert Lee, Genelle Martin, Tarique Plummer, Ryan Price, Jonathan Ricci, Colin Aitchison, Marley Wildish, Kaitlin Brown,

Regrets:

Guests: Ian Muller, Zemar Hakim, Kevin Bonnell, Joseph Small, Ricky Liu, Idris Omar H, Michael Del Bono, Ron Bauman, Talha Naeem, Kanwar Brar

1. Call to Order & Land Acknowledgement

The meeting is called to order at 4:02pm on Friday, March 24th, 2017 on the second floor of the Student's Union Board Room, Brantford.

We acknowledge that we are on the traditional territory of the Neutral, Anishnawbe, and Haudenosaunee peoples.

2. Adoption of Agenda

Motion 1 (Ricci/ M. DeSumma): **Motion to adopt the Agenda as presented**

Vote: 11-0-0

Result: Motion Passes Unanimously

3. Adoption of Minutes: March 10th, 2017

Motion 2 (Iftekharuddin/ Jang): **Motion to approve the minutes from the March 10th Board Meeting Minutes as presented**

Vote: 11-0-0

Result: Motion Passes Unanimously

4. Regrets and Absences

Everyone is here #noregrets

5. Conflict of Interest

No conflicts of interest to declare

6. Comments from Chair of the Board and CGO

Chair DeSumma

1. The Student Life Levy meetings have mostly finished. The multi campus and Waterloo meeting was Wednesday and Thursday, Brantford is taking place on Tuesday. I will report on the success rates following completion
2. Tarique's transition continues to progress and we only have two more sessions. Board training is right after, please stay because they will learn from your experiences, it is beneficial to them

7. Comments from the Acting President and CEO

VP Wildish

1. President VanHerzele sent out updates and the one thing he wanted to highlight was St. Patrick's Day was last Friday. We wanted to say thank you to city partners,

Special Constables and everyone who positively represented Laurier. There will be a debrief and hopefully Kanwar's team will provide an update

2. For Finance and Administrative we have re-opened some of our summer positions, due Monday or next Wednesday- check those positions out

Director Ricci

Due to the recent suicide at UW, did the University or Student's Union discuss ways to improve mental health?

VP Wildish

We out of respect to the family send our sincere regards and take the time to recognize that we do have supports on campus and promote that to Laurier. Students here at Laurier could be triggered by the event so we want to remind everyone that we do have those services on campus. If you want further info, President VanHerzele will follow up.

VP Aitchison

We have been lobbying for increased funding from services and the province to increase funding for services such as councilors and front line staff. We have been actively participating to increase the resources available across Ontario to address mental health concerns.

8. Committee Updates:

Ownership Linkage Committee- Director DeSumma

Going off what I said two weeks ago, our final event is Wednesday, March 29th 7-10pm in the Concourse called Student's Union Year at a Glance, thanks to Chair DeSumma. Only 3 directors need to be there so I anticipate that happening to ensure compliance, spread the word, and I look forward to a great event!

Chair DeSumma

Please do that because some of you may have already went still come out

Director Iftexharuddin

Will there be any presentations?

Director DeSumma

Our work is behind the scenes, so I hope Directors show up and to explain what we did. It is easier to see physical representation.

Chair Elect Plummer

What is the format?

Director DeSumma

It is the same format as our event back in November with the elections.

Chair Elect Plummer

Will there be video conferencing to Brantford?

Director DeSumma

It is a Waterloo event

9. Ownership Linkage Committee Final Report

Motion 3 (Lee/ Molkoski): **Motion to approve the Ownership Linkage Committee Final Report as presented**

Vote: 10-0-1

Result: Motion Passes

Chair DeSumma

I sent this late because we wanted to finish a few things

Director DeSumma

What we accomplished and did as a Board. A few things to note, as mentioned very successful in director participation so I am happy to maintain this success and hope that it continues in years to come. A recommendation from last year's report that I chose to reiterate is we remained equitable when planning events on both campuses. Logically as a committee based on the schedule we decided it would be harder to organize an event for all of you to come to Brantford, so it was practical to have events in Waterloo and that was my logic. Something for the next committee to work on.

10. Discussion: Chief Returning Officer

Motion 4 (Ricci/ Plummer): **Motion to shift the position of CRO to the ACRO and amend the current ACRO role into CRO.**

Vote: 11-0-0

Result: Motion Passes Unanimously

Chair DeSumma

Before the meeting Mayor Friel sent his regrets, he is on a leave approved by council so we send our best to him. I put some other discussions in the agenda package. First is to go back on the discussion regarding the Chief Returning Officer. Earlier in the year we appointed Colin as CRO so now we are bringing that back. We are going to see what the board wants with that position, DPRA Muller has a recommendation

DPRA Muller

I suggested to the elections review committee that in the past the DPRA role has taken on the CRO position in support of hiring ACRO and DCRO. My recommendation to the committee was that I was confident I could still provide full support and guidance to the students hired into those roles. We would hire directly a CRO as I don't need to hold that position in order to support the elections process. My recommendation was a shifting of the titles and that the student hired be a CRO and that my position as it exists incorporates the support. That is why I presented it as a recommendation

Chair DeSumma

It is ultimately your decision, what we decide to move forward with. We could still have one and appoint Ian if that is who the board chooses or it could shift. I am wanting to hear what you think

Director Martin

What are all the options?

Chair DeSumma

We are considering if we want to do that shift as suggested where we just take A off ACRO and hire the Chief Returning Officer. Then we would take the title from the support that the DPRA would give. The other option is to continue that support with the same title and having Ian be appointed as Chief Returning Officer. Basically we appoint or get rid of it and shift the title.

DPRA Muller

In my perspective it is a matter of enhancing the profile of the role the student is hired to. From a resume and experience perspective having CRO has a different heft. There is no need for me to have that roll as part of my current job. The support from the DPRA would be the same but providing students with opportunity to hold that position title.

Director Martin

Would we be hiring Ian?

Chair DeSumma

In the past we appointed the CRO and the Assistant Chief Returning Officer would still report to the Chair but the CRO would be the staff support for them. Colin was the staff support to Liz, the recommendation is to continue and appoint someone as that staff support or they would still have the staff support but there be no titles associated.

Director Plummer

Are there any disadvantages?

Chair DeSumma

Mostly a title switch, support is still there

Director Lee

No change in responsibility regardless?

Chair DeSumma

No

Director Kelly

It doesn't change from operations and is mirrored from other schools and good to move forward with.

Director Lee

Would the DPRO be affected in any way on Brantford campus?

Chair DeSumma

The DRO would still report to the CRO there is no title switches there.

11. Discussion: Police Checks

Chair DeSumma

What was brought to the Board a few meetings ago was the idea of the volunteer Police Check Policy. Having that discussion with for things like Foot Patrol and O-Week, I thought what if Board members were responsible for getting Police Checks as well. Although, you don't deal with criminal matters you do deal with confidential information and other non-profit Boards are required to have Police Checks.

Director Ricci

If this were to pass would they need it before May 1st?

Chair DeSumma

That would be up to the current Board we could have it the year after. It is up to you; it is short notice so there is a better starting point.

Director Plummer

Say it is implemented, who would the check be submitted to and what would be the process?

Chair DeSumma

Currently submitted to Marley

Director Plummer

Would they be removed if they have a record?

Chair DeSumma

It is hard to think with elected representatives whether they need police checks or not. I would look into that, no decision today.

Director Bellotto

Would the management team need Police Checks as well?

Chair DeSumma

No authority over management team, up to President and operations

Director Martin

Is this coming up because of the shift towards having Orientation leaders submit checks?

Chair DeSumma

Completely separate, that is where the idea came from. If volunteers in those capacities require Police checks then do our Board members who are also volunteers and exposed to confidential materials need one as well? That is the motivation, should we require our volunteers?

Director DeSumma

Bouncing off Director Plummer's point regarding elected representatives. If we elect a representative, then find they have a background we don't feel appropriate with

needing to remove them and reopen. Would it make more sense to make a pre-condition before running altogether rather than waiting?

Chair DeSumma

Part of research and hasn't been well researched yet we will figure it out

Director DeSumma

We are effectively making these volunteers pay for a Police check off the grounds they may not get the position they are running for. This could be deterring

Director Lee

Funding, would this be reimbursed? In this case how will this be implemented and who is responsible?

Chair DeSumma

My idea would be for it to align with the Student's Union volunteers. Is there a plan yet?

VP Wildish

We approached the Police checks with policies and procedures first by seeing if there is a need for it. Procedure would be after including who does it get given to and who is paying for it. We are still in the planning stage

Chair DeSumma

This is preliminary and an idea seeing if the Board feels comfortable needing to do

Director Lee

Marley, can you elaborate what the volunteer process is for Foot Patrol? It was different as it wasn't a criminal record, but a yes/no?

DPRM Muller

Sometimes Police checks imply that if something is returned then it is automatically that the opportunity is lost, that is not the approach. We have identified with volunteers dealing with vulnerable populations. Process to successfully take on a position if it comes back with positive results we develop a committee to assess and have conversations of implications. We would identify if there are different volunteer roles they could be in and then the President would meet with the volunteer and the HR generalists to inform that particular student what other opportunities remain open. It is a bit different as you are looking from a transparency perspective so perhaps something to consider is not implications but rather is transparency in that regard a value. In order to keep the governance and operation separate exploring Police checks they could be submitted directly to the Chair.

Director Plummer

Would the document and time frame be taken into account? For example, if Kevin stole something at 13 or 14 years old and it is the past, does that mean he can't run because he stole a candy bar 7 years ago? Do we value based on management as well? Also do we limit the information we reveal as confidentiality is a big issue

Chair DeSumma

That is a good point

DPRA Muller

We revert back the volunteer process, the idea there is that the small group would factor what the crime and does it violate trust so that would be considered. You factor in that you are all elected members so it may not be about disqualification but providing that transparency. There are two different examples but any review of positive results of a check would be most prudent to factor in while making a decision.

Director Elect Omar

You mentioned that the staff doesn't have a police check. That might be a big concern and the second as a volunteer at Mohawk we decided to do Police checks. There was minor stuff sitting down and what to do next and it was confusing but sometimes it was drinking and driving which is criminal. It was getting too much so there was no need for it. Knowing that we are dealing with different parties and we mess up. I am surprised that the full time staff doesn't have to do as they are the full time and handling sensitive information and that should be focused on. Before now we didn't have the check was there a particular reason?

Chair DeSumma

Reason is because there will be checks for volunteers, this is something that Board members should do and that is where the idea came from. No decision today, I want to know what you think so let's assess this after could result in something. As for prior that is good feedback and that is great so thank you.

Director Kelly

Urge that as a Board look at how this impacts the entire organization as we see many people in charge of vulnerable sectors like Foot Patrol. As an organization we don't want to have responsibility if something goes wrong, so we need to look at how this impacts the organization not the small stuff right now.

Director Ricci

I think it would be beneficial, just what do we define as big vs small crime? Only concern I have

Chair DeSumma

That goes with assessment checks

Director Bellotto

This comes up because we hold confidential information, at the beginning we signed agreements

Chair DeSumma

Nothing wrong with being too sure, there could be instances where I wouldn't want someone on the Board who has experience with treason or bankruptcy. We want to be sure cause we deal with different subject matter

VP Aitchison

Just so that you are aware provincial laws regulating Board membership for example if someone has declared bankruptcy they can't hold a position anyways. There are a lot of laws in place if you want to save eliminating students from running. Then your confidentiality agreement, the organization can always sue for violation.

Director Plummer

Question for consideration, do we have the time and resources or is there another place we can spend our time on. Since nothing is broken should we fix it? This requires attention and could be proactive but we should be cautious.

Director Lee

If you follow other Universities, that is a case in Guelph it sways the vote and if they had have known earlier the drama wouldn't have happened. We don't want to be the next school saying this person running for President with a yes/no vote actually has a strong criminal record, learning from their mistakes is very important. From a financial, feasible and responsible risk we don't want to ruin our reputation. You are looking at current students, alumni and future students.

Director Kelly

This is the safety of our students, I don't think it is too much time or resources making sure our students are safe should be a priority.

Chair DeSumma

It is in the mandate of the Boards role to assess risk and to have oversight. While proactive there is a thing as being too proactive, the Board's role is to be proactive to prevent risks before it happens.

Director Plummer

Is the President required to submit a Police check and are there different categories?

Chair DeSumma

Difference between vulnerable and criminal record check

DPRA Muller

There are 3 levels of Police checks and they all canvas different criteria. For volunteers we decided on a vulnerable sector check because when looking at provincial and federal legislation it is something that fit such as Foot Patrol. For us that meant there is only one check as vulnerable returns most information. There are specific missions around mental health that have been added in recent years. There are three levels

Director Martin

If we are planning on going forward it should be consistent for everyone to be transparent

Director Bellotto

Question, would the students be paying?

Chair DeSumma

That is another part of the conversation

Director Plummer

It is hard to use a blanket statement to generalize what happened in Guelph will happen here. Someone told me you can't use someone's past to define their future, to have a committee to go through and say no. We are going to say no to you even though you have the confidence?

Chair DeSumma

It is the student's choice so they can decide if they don't want someone. That is information that is important, if I knew Kanwar had a past and I was a regular student voting that was criminally inclined then I have my right to not vote for him. I cannot confirm if the President has a background check. It is important for the students voting to know that information. I do believe someone's past does not define their future but in the case of the Laurier Student's Union that is 17000 potentially voting.

Director Lee

I am not talking full on discrimination for your chance of employment but the reputation risk. If you are a high school student and you want to get involved, this is stuff you will avoid and will deter you no matter how much PR work you do to safe. Everyone is capable but it is the non financially tangible things we need to consider as well.

Director Iffekharuddin

Doesn't have to be you are cut the moment something comes up in a check. We can have the same review committee which we have in place for volunteers and the time of it deliberating would be deliberated no straight yes or no.

Director DeSumma

Not related to safety overall across the table is a good idea, shouldn't be for everyone but definitely the Board and if the President decides to have it for management. That said it would be more important to look at how implementing this effects operations as a whole, for example cost, and how to modify the elections process. If we want to cover some of the cost would that be modifying assuming that we might have to take some of the funds student might have to cover Police checks and different scopes. We don't want to cause more problems than we solve. There are risks both ways.

Director Ricci

I'm pretty sure the Criminal Code says you can't legally discriminate based on criminal record

Director Elect Omar

I finished the highest 3 for an application for RCMP. Going back, it is important and I support 100%. Knowing who you are working with is critical. We are going to select 5 students and then let them decide and call it a committee. This contains stuff we don't understand, that is risk for me and confusing. Idea should be very serious and smart but I recommend for the entire organization to have criminal check, not only specific. When I was Chair of African Council for the City of London everybody had to have a check

and if I saw a volunteer that didn't go through the check it was a red flag. I am not saying it will be decided by a committee or the chair that is not a professional. It should be the entire organization

President Elect Brar

The conversation is circling that students would be doing the follow up. I would like to remind you that there are professionals including at Laurier how we have the academic non student code of conduct through the Deans office and an Officer to go through the conduct process. It wouldn't be 5 random students and I would recommend that we don't circle around it because that is not based on evidence and we do have people who deal with conduct matters. It is a cohesive committee that deals with this.

Chair DeSumma

This is not a deciding factor it will be researched and it will be looked at. Great discussion

12. New Business and Announcements

Chair DeSumma

Training is after for incoming Directors

Director Ricci

Elections Review Committee is meeting April 10th at 1:30pm in the Boardroom.

Director Plummer

Board refresher budget training Wednesday at noon, open to all

VP Wildish

I hope to see everyone at volunteer appreciation next Sunday, would be nice to see you there. It might still be opened just send me an email if it isn't

13. Incamera: Final Reviews

Motion 5 (Martin/ Bellotto): **Motion to enter incamera with Board Secretary Brown**

Vote: 11-0-0

Result: Motion Passes Unanimously

**Director Price left the meeting at 5:59pm via Skype*

16. Adjournment

Motion 8 (Iftexharuddin/ Ricci): **Motion to adjourn the meeting.**

Vote: 9-0-0

Result: Motion Passes Unanimously

Meeting adjourned at 6:07pm

Next Meeting Wednesday April 5th at 4:00pm Waterloo

fi, For Information

fd, For Discussion
D, Decision required
adm, Administrative task

The preceding reflects an accurate and complete record of the proceedings at the aforementioned meeting of the WLUSU Board of Directors.

Date Signed: March 24th, 2017

Date Signed: March 24th, 2017



Nick De Summa
Chair of the Board & Chief Governance Officer
2016-17 Students' Union BoD

Nick Molkoski
Vice Chair of the Board
2016-17 Students' Union BoD

End / Executive Limitation	Most Recent Date Presented	Most Recent Date Accepted	Non-Compliant Sections	Deficiencies Corrected and/or Acceptable Monitoring Report Received	Expectations/ Recommendations (*) recommendation for President
E #1: Ends Policy	April 29, 2016	April 29, 2016	N/A		
EL #1: Global Executive Constraint	March 10, 2017	March 10, 2017	None		
EL #2a: Treatment of Consumers	November 25, 2016	November 25, 2016	None		
EL #2b: Treatment of Staff	September 30, 2016	September 30, 2016	None		
EL #2c: Compensation & Benefits	March 10, 2017	March 10, 2017	None		
EL #2d: Financial Conditions & Activities	April 5, 2017	January 13, 2017	EL#2d.6	*Most recent date presented is the meeting this report is presented at (report has yet to be voted on by the Board)	*The President should remember that all purchases greater than \$10,000 requires Board approval before expenditure is made. *Policy Change (approved March 3, 2017): The President shall not: expend currencies other than CDN to avoid spending >\$10,000; allow expenditures to be reported in a currency other than CDN.
Finance (EL #2d, EL#2e, EL#2f) (D.I.)	March 10, 2017	March 10, 2017	N/A		*Policy Change EL#2d (approved March 3, 2017: see above) * Committee recommends the addition of a notes section in financial statements to better outline significant dollar amount and percentage changes to budgeted items.
EL #2e: Financial Planning & Budgeting	April 5, 2017	January 13, 2017	None	*Most recent date presented is the meeting this report is presented at (report	

EL #2f: Asset Protection	April 5, 2017	January 13, 2017	None	<i>has yet to be voted on by the Board)</i>
				<i>*Most recent date presented is the meeting this report is presented at (report has yet to be voted on by the Board)</i>
EL #2g: Communication & Support to the Board	September 30, 2016	September 30, 2016	None	
EL #2h: Executive Succession	July 9, 2016	July 9, 2016	None	
EL#2j: Hiring Practices – Unpaid Staff	March 10, 2017	October 28, 2016	None	<i>*EL#2j1d evidence needs to be updated to reflect a Student Association in Ontario.</i>
EL#2l: General Meetings & Elections	March 3, 2017	March 3 rd , 2017	None	
EL#2m: Transition of Staff	April 5, 2017	None	None	<i>*Most recent date presented is the meeting this report is presented at (report has yet to be voted on by the Board)</i>
EL #2n: Hiring Practices – Paid Staff	January 13, 2017	January 13, 2017	None	

Governance Process	Most Recent Date Presented	Most Recent Date Accepted	Non-Compliant Sections	Deficiencies	Expectations/ Recommendations (*) for Board of Directors
GP#1 – Global Governance Process	September 30, 2016	September 30, 2016	None		
GP#2a - Governing Style	October 28, 2016	October 28, 2016	None		<i>*Continue to notify the Chair when you are unable to attend meetings.</i>
GP#2b – Board Job Description	November 25, 2016	November 25, 2016	None		<i>*Since the President's coaching letter upon EL#2d6's non-compliance, all ELs were compliant. *Plans have been made to ensure future compliance.</i>
GP#2c – Board Members' Code of Conduct	November 25, 2016	November 25, 2016	None		
GP#2d – Chair Job Description	March 10, 2017	March 10, 2017	None		
GP#2e – Vice-Chair Job Description	March 10, 2017	March 10, 2017	None		
GP#2f – Board Committee Principles	February 10, 2017	February 10, 2017	None		
GP#2g – Board Committee Structure	February 10, 2017	February 10, 2017	None		
GP#2h – Annual Governance Planning	July 9, 2016	July 9, 2016	None		
GP#2i – Chief Returning Officer Constraint	February 10, 2017	February 10, 2017	None		
GP#2j – General Meetings	March 3, 2017	March 3, 2017	GP#2j6	<i>* The Auditor's statements were approved by the Board after October 31, 2016</i>	<i>*The CEO & CGO should plan for the Audit to begin early enough that it is able to be presented to the Board before October 31st. CGO DeSumma incorporated this particular policy in the transition of the CGO-Elect for future compliance.</i>