



Board of Directors Meeting Minutes – Nipissing University Student Union
Wednesday, December 7, 2016 – 6:00 p.m. – F303, Nipissing University

Call to Order – Wednesday, December 7, 2016

6:09 p.m. – Chairperson Jordan Andrews, President called the Board of Directors meeting to order.

1. Attendance

President:	Jordan Andrews	Present
Vice-President Governance & Legal Affairs:	Jordan Dempster	Present
Vice-President Finance:	Markus Hawco	Present
Vice-President Communications:	Brittaney Kent	Present
Vice-President Services:	Dave Ratcliffe	Present
Director at Large:	Alex Cadotte	Present
Director at Large:	Rebecca Dubeau	Present
Director at Large:	Cat Ridsdale	Present
Director at Large:	J'aime Brunet	Present
Director at Large:	Sydney Lamorea	Present
Director at Large:	Jordon Staroba	Present
Director at Large:	Ray Mulville	Present
Director at Large:	Jasmin Beal	Present
Director at Large:	Josh Loeffler	Present
Director at Large:	Destiney Murtaugh	Regrets

CHAIR / SPEAKER: Jordan Andrews – NUSU President
RECORDED BY: Michelle Rae – Secretary to the Board

Chair said that quorum has been reached.

2. Adoption of Agenda

MOTION #55: DEMPSTER/LAMOERA

Be it resolved that the Board of Directors Meeting Agenda for November 18, 2016 be adopted as presented.

MOTION CARRIED

3. Adoption of Minutes

Time and place to be changed in the previous minutes

MOTION #56: RATCLIFFE/LOEFFLER

Be it resolved that the Board of Directors Meeting Minutes for November 18, 2016 be adopted as presented.

MOTION CARRIED

4. Executive Updates

a) **Report from the President**

See Attached (Appendix A)

b) **Report from the Vice-President Governance and Legal Affairs**

See Attached (Appendix B)

c) **Report from the Vice-President Communications**

See Attached (Appendix C)

d) **Report from the Vice-President Finance**

See Attached (Appendix D)

e) **Report from the Vice-President Services**

See Attached (Appendix E)

5. President Update

Welcome back to KENT, who is back in the office, and although she is on a reduced amount of hours, she is back..

Update in detail - building project - Sarah is being bothered by the press - re breaking ground, etc. executives and directors have all information regarding building. Should there be further questions towards to building - no we don't have a specific start date in mind, we are shooting for a spring build, working towards a contractor with the university, working on final touches for agreement, once finalized will go out to tender. At this time, no contractor yet, and shooting for a spring build. Actively working on it, will include pub/nightclub, study space, etc.

Should further information be needed, go to executives to see if further information can be given.

HAWCO states an email will be sent a blurb to reference to should questions be given to Directors regarding Building Project.

Busy month for NUSU - ANDREWS working with 25 anniversary. December 9, 2016 is LAKER PRIDE DAY all of Nipissing University is encouraged to dress in laker gear to show pride on campus. Cookie exchange, at the North Bay mall - Friday and Saturday, December 9 and 10, 2016.

The University's Board of Governors will release a report with regard to Dr. DeGAGNE's reappointment. By end of week the decision will be made and released.

6. Finance Update

This month was interesting, HAWCO took on two (2) rolls - working two (2) departments, split hours between financial and communications. Currently the bookkeeper is on vacation time, making sure things ran smoothly in both departments. Thanks to everyone who provided help.

There has been large positive feedback with regards to director at events. Happy with seeing more Directors present at events.

Credit Card application - went forward with US bank who owns CIBC. This change is making things easier for the bookkeeper. The new executive will have new cards and current executives should be the last working with BMO cards.

Endowment campaign has had tremendous results. 8 businesses have offered to put up cash boxes. Have over 20 business to meet with, but holding optimistic to pull a good return for the fund.

HAWCO has been assisting with different projects within the school and is currently helping with other clubs - ice fishing and nursing games with organization and some funding.

Will be starting up a summer intern application which would provide 100% coverage for funding. Hoping to have three (3) interns. The application became live yesterday, December 6, 2016 and NUSU is hoping to be the first ones to apply so the consideration is first to see.

There are proposal for hirings for next semester - marking society working with NUSU and applications department to make sure of our app works properly and making sure all students have the app.

The Health plan - caused a lot of issues this month - ACL was informing students when they called that the reason there's a delay in the refund is because NUSU did not pay their refund balance. NUSU paid on first day it was due, however, the call centre has not been notified and is giving false information to students. January intake students are coming, and a new round of Health Plan issues will arise. Communications department and Administrative department are working on emails and phone calls with health plan currently.

7. Services Update

Busy month, the terms of reference for social committee will be presented this evening the purpose to help with engagement with student body, assistance in planning of events, and to help gauge what events and stuff students are interested in.

Future plans for frosh leader recruitment. Currently contacting other student unions regarding what they do, etc. Typically we use a simple application for NUSU, then there is registration for interview for another date and time. From what has been canvassed over other unions, some do the application online - some in person. Through recommendations, NUSU can provide information for future position to the new NUSU executives. Frosh coordinators typically organize the entire frosh week, the application process is similar to the one for a frosh leader. Currently looking at other student unions in regards to what else they do.

HAWCO and RATCLIFFE had a meeting with NUSU Crew to keep the group up to date with what's going on as per events, what we can do to further engage and reach other students. Currently contacting other student unions to see how they run volunteer group. Most offer small incentives for their volunteers. Hope to look into improving our NUSU Crew.

Student activities and events that are on report. The second round of dirty bingo projected for February 7th to 9th, 2017. On February 14, 2017, there is planning for an event. The next big event is new year's bash. Currently working on ways to further advertise to students. Currently advertising on frosh week pages, posters all over school, and a booth set up in the hallway. RATCLIFFE is looking forward to that event. Hope in getting further students involved, NUSU only has 20 tickets sold, today. In need of selling 300 tickets to make event go well. RATCLIFFE asks for help from Board of Directors to assist in getting the word out, and get more people signed up for the event.

8. Governance and Legal Affairs Update

DEMPSTER - All information to update is written in the report, Board of Directors are to make reference to the report submitted. Update on the Elective Drop-In Hours. Four (4) students stopped in to inquire, one (1) email while DEMPSTER was available.

Trust Fund Update

NUSU received documentation to sign off and submit to the Courts. Currently need to figure out if the University will pay off the legal fees with money in the trust fund currently, or if they require further funds. The Trust funds are in holding, however, once signed it becomes submitted to the Court for approval. Once approved at Court level, the issue will be finalized.

9. Committee Updates

NUSU Cares Committee

Wrap up of Movember Campaign, it was a large undertaking, but are happy to say we raised over \$3,600.00 for Movember Foundation. That is a fantastic amount, and was published in Bay Today, the North Bay Nugget, and North Bay Now. The event was thoroughly advertised.

Looking to update the terms of reference to incorporate campaigns and advertising.

Lakers reorientation begins in the new year, will be reconvening in the new year with great initiatives to take into 2017 semester.

Elections Committee

Drop in hours for the most part there was attendance, so somewhat successful. Election committee wants to see a new way to broadcast the election. NUSU has contacted the Dean of Media to broadcast executive race. Hoping for coverage, and multiple camera views. Potential rooms are A137 or the Weaver. Canadore has to fill in their classroom selections to find out room bookings which are available so we can get the Weaver. It is better to use regarding structure of the room.

In need another member for the elections committee - interest sent to the floor to nominate. Have to elect a DRO and another member, needing 2 members.

Nominated HAWCO himself.

MOTION #57: DEMPSTER/KENT

That Marcus Hawco be voted in as the Deputy Committee member, effective immediately
MOTION CARRIED

RIDSDALE nominates herself

MOTION #58: LOEFFLER/LAMOREA

That Cat Ridsdale be voted in as a member of the Elections Committee, effective immediately.

Loeffler likes Cat. She'd be good for the position.

MOTION CARRIED

Policies

Amending the sexual harassment policy. ANDREWS was called by Jen Wilson with regards to question about the sexual violence policy. She mentioned it was very good, it was reviewed by Casey Phillips and everyone was in favor for the policy and its wording. However, they wanted a small amendment in the Intra-Office Procedure. The current reading of the suggested amendment is "if both parties are involved in an incident, the report should be brought to Nipissing University's Human Resources Department". The suggesting is to strike that wording and replace it with "If both parties are involved in an incident, Nipissing University's Human Resources Department shall be consulted by the Executive Committee for recommendations on how to best proceed".

The reasoning behind the change is so incidents with NUSU, are not binding to the Nipissing University as NUSU is a separate entity from the University itself, and as such, do not see a

reason for third-party involvement, unless necessary. As we are an outside legal separate body, it was preferred that we have this distinction.

MOTION #59: DEMPSTER/MULVILLE

Adopt the amended change in the Sexual Violence Intervention and Response Policy, effective immediately.

MOTION CARRIED

Special Governance Commission

ANDREWS asks of review of the document. Would like NUSU to provide endorsement on the document, and does not want this document to stagnate. Would like endorsement so Board of Governors and Senate can see the students are behind the working relationship which transpired in creating the document. Should the Board of Governors and Senate see student endorsement, the hope is they would take the document more seriously in review.

MOTION#60: DEMPSTER/LOEFFLER

That the Board of Directors of the Nipissing University Student Union formally endorse the report titled "Collegial Governance at Nipissing University: Shared Challenges and Responsibilities" dated October 27, 2016 in the spirit of collegiality and improved governance of Nipissing University.

HAWCO notes the document is dealing with two (2) bodies that are not a part NUSU. Realizing the document was created because of the strike, and how it impacted students, however, the endorsement could be seen as NUSU is going to endorse one side or the other, when neither are related to NUSU.

DEMPSTER further does not see the point of endorsing the document as it does not have a direct relation to NUSU. It could be seen as NUSU would be endorsing the writing in the document, and not the relationship in working together to make the document.

LAMOREA wants to wait until the document is fully finished and approved by the Board of Governors, Senate and Bylaws before NUSU endorsing. Should the document not be approved.

DEMPSTER notes the document has been received by both Board of Governors and Senate received and that the report itself is not changing. The work done is not changing, however, what can change is what the Board of Governors or Senate acknowledges. DEMPSTER asks the motion to be pushed until the Board of Governors and can review and approve.

TABLE indefinitely until further notice
ALL IN FAVOR OF TABLED INDEFINITELY

Graduate Student Bursary

DEMPSTER has been working on a Graduate Student Bursary. NUSU wanted to provide assistance, as Nipissing University is an undergraduate predominate school. Wanted to reach out and give more to the graduate students. NUSU has money allocated for this type of

funding. DEMPSTER has met with DR. McAULIFFE, and a current graduate students to discuss how to use the current funding, and as a result, a decision for a graduate student bursary was formed.

DEMPSTER and RAE researched other University's graduate student bursaries which are being offered, and drafted a Bursary in relation to what best matched our student's needs. Students will apply for the bursary, and would be granted the Bursary in accordance to need and requirements. The approval would be based on financial need.

Amount of the Bursary is \$100 each. if approved for the Bursary, the money is granted to the student to help towards graduate costs, including but not limited to conferences, thesis binding, and student's choice. As this is a pilot project, there is hopes to have more funding allocated to this fund in the future.

Hope to have the Application launched in January, 2017, so long as it receives approval by Board of Directors.

MOTION#61: LOEFFLER/RIDSDALE

Be it resolved that the Board approves the Graduate Studies Bursary application form as circulated, and that the Bursary will be made available to graduate students to apply for in January 2017.

BURNET states a minor, friendly amendment, to lowercase the thesis binding, etc. in the Graduate Bursary.

MOTION CARRIED

Audit and Financial Terms of Reference

Committee looking to start up, worked with DEMPSTER to create the Terms of Reference. Around the new year in January or February, the committee would be going through the budget line, draft new budgets and would present information to the Vice-President of Finance. They would be examining major event budgets, to ensure all financials are going to be used properly, and no over spending. The Committee will provide more in depth details on the budget and will be an investigatory role.

MOTION #62: LOEFFLER/BRUNET

Motion to accept the Audit and Finance Terms of Reference, effective immediately

The committee would hope to be a yearly and a constant committee. Will not focus on the government grants.

MOTION CARRIED

Looking for three (3) Board of Director members to be on committee starting in new year. Will begin with a large printout from Quickbooks to look at big budget lines. The committee members do not have to be completely number sense, but to look through line by line to make connections with expenses.

DEMPSTER put open nominations to the floor,
DEMPSTER nominates MULVILLE, MULVILLE accepts nomination.
KENT nominates BRUNET, BRUNET accepts nomination
KENT nominates STAROBA, STAROBA accepts nomination

MOTION #63: LOEFFLER/RIDSDALE

To accept the three nominations

MOTION CARRIED

Social Committee Terms of Reference

Includes the VP of Services, Chair, Director of Services, Director of Communications, and three (3) elected Board of Director members.

Members are to see financial restrains, social application of events, be sure we meet legal requirements with regards to contracts for events. Coordinating activities, events, background work.

MOTION #64: LOEFFLER/LAMOREA

That the NUSU Board of Directors receive and approve the Terms of Reference for the proposed Social Committee, effective immediately

Friendly amendment to remove VP of Finance and have only two (2) members of the Board of Directors on the Social Committee.

Social committee is a member of Executive committee. There will be biweekly meetings.

MOTION CARRIED

STAROBA nominates BEAL, BEAL accepts nomination
DEMPSTER nominates BRUNET, BRUNET accepts nomination

MOTION #65: LOEFFLER/LAMOREA

To accept the two nominations

MOTION CARRIED

ACL Health Plan Presentation

Presentation to the Board of Director, see Appendix "A"

MOTION #66: LOEFFLER/DUBEAU

Be it resolved: the NUSU Board of Directors vote in favor of the proposed ACL health and dental plan and its cost of \$225.00 plus an administrative fee of \$5.00 and to move forward with a campus wide referendum in the winter semester of 2017.

MOTION CARRIED

10. Other Business

Ad Hoc Group

The Ad Hoc Group will look into an handle cases, create a report and present it to the Executive committee for review and approval.

There is considerable amounts of money coming from building on construction and future surpluses past this year. Wanting to work on initiatives to having items we can initiate at any time in order to get accomplished.

The group is lead by a Director at Large. Currently looking for three (3) or more to each group. An executive will be on the Groups but will not be allowed to chair or lead. There is no need for a formal creation or following practices like minutes, agendas, etc.

There are three Groups: Greenhouse/Recycling Ad Hoc Group, Bus Stop Upgrade at Founders, Library Upgrades, and Food Bank Review.

Greenhouse/Recycling's objective is to review current campus practices and explore ways we can improve green initiatives on campus from NUSU's side.

Bus Stop Upgrade at Founders objective is to review the current bus stop and see if there is a route in order to improve the bus stop with heating, better shelter ,etc, and find the costs to do so.

Library Upgrades objective is to review the current complaints of the library and investigate if anything can be done in regards to upgrades and the costs associated.

Food Bank Review objective is to review the current practices with the food bank, inventory levels and supply, and discover initiatives towards a new supply line to increase inventory.

HAWCO opens the floor to Directors interested in groups.

Greenhouse/Recycling group: MULVILLE, DUBEAU, BRUNET and ANDREWS

Bus Stop Upgrade group: LAMOREA, MULVILLE, LOEFFLER and HAWCO

Library Upgrade group: LAMOREA, LOEFFLER, MULVILLE, and KENT

Food Bank Review group: BEAL, RIDSDALE, LAMOREA, and RATCLIFFE

Communications Assistants

There has been discussion in hiring two (2) Communication Assistants. The current department's resources are being exhausted and are looking to relieve some of the tasks.

Assistants would work 15 hrs per week, for each assistant. Cost of hiring for the spring semester is estimated at \$4,500.00.

80 extra hours of work has developed in the Communications department in the last two (2) months, resulting in a lot of time in lieu being collected.

MOTION #67: HAWCO/LOEFFLER

To approve the funding request of \$4,500 for the hiring of two student "Communication Assistants" for 15 hours a week through the course of second semester of 2017.

Trying to use up the 40 hours of extra work, per week, and wanting to separate the hours to allow each student to focus on their studies. Training will be available as needed, there is hope that the position will be picked up quickly.

Directors are unable to apply for the position.

Not currently listed in the posting, is a marketing student is needed, however, marketing experience is preferable for the position.

MOTION CARRIED

Cookie Exchange

RATCLIFFE discusses 25th Anniversary panning. Asked the floor about handing out cookies on Friday and Saturday at North Bay Mall. Would like Directors to represent NUSU at the event. Board of Directors are to come to NUSU office to sign up before the weekend.

Needing three (3) volunteers for Saturday and one (1) for Friday.

Christmas Social

Final reminder that the Christmas party is tomorrow, Thursday, December 8, 2016 at the Fox and Fiddle from 6:00 p.m. to 10:00 p.m. Dietary restrictions are to be noted as soon as possible. Taxi vouchers will be available. There is to be no NUSU or Frosh gear worn to the event.

DEMPSTER asks to move into close session

Revert KENT to Vice-President of Communications

MOTION #68: ANDREWS/RIDSDALE

That BRITTANEY KENT be reinstated as Vice-President of Communications

MOTION CARRIED

26. Adjournment

MOTION #69: DEMPSTER/STAROBA

Be it resolved that the Board of Directors meeting adjourn.

MOTION CARRIED

8:32 p.m. – Meeting adjourned.



JORDAN ANDREWS, CHAIR



MICHELLE RAE, SECRETARY


ACL: Health Plan Referendum

BY: MARKUS HAWCO



Presentation

- ▶ The Presentation will cover the following
 - ▶ Current Situation
 - ▶ ACL Option
 - ▶ Plan for referendum
 - ▶ Questions



Current Situation

- ▶ Students Currently Pay \$75 and are put into the default plan.
- ▶ Our Opt out period is from: September 1st – October 7th
- ▶ This is administered through ACL and NUSU
- ▶ The next slide is our current coverage options

WHAT ARE YOUR CHOICES?

Exclusively from We Speak Student and Nipissing University Student Union, the Flex Plan is a new flexible insurance program to fit every student's needs.

DEADLINE DATES

October 7, 2016 for Fall Start students
February 3, 2017 for Winter Start Students

» FLEX PLAN OPTION 1 DEFAULT PLAN (Automatically Enrolled)

DRUGS:
80% co-insurance
90% at Shoppers Drug Mart
\$2,000 maximum
Contraception: \$150 maximum

DENTAL:
Students receive 25% off at participating Dental Network Dentists (2 in North Bay and over 170 Canada wide)

EXTENDED HEALTH CARE:
Vision: \$50 maximum for one eye exam and for prescribed lenses and frames or contacts every 24 consecutive months

Paramedical Practitioners: \$20 per visit (\$250 maximum)

» FLEX PLAN OPTION 2 ENHANCED DENTAL PLAN

DRUGS:
35% co-insurance
45% at Shoppers Drug Mart
\$1,000 maximum
Contraception: \$100 maximum

DENTAL:
Basic and Preventative: 75%
Minor Restorative: 50%
Major Restorative: 25%
Maximum: \$300

EXTENDED HEALTH CARE:
Vision: No Coverage

Paramedical Practitioners: No Coverage

» FLEX PLAN OPTION 3 MIXED PLAN

DRUGS:
50% co-insurance
60% at Shoppers Drug Mart
\$750 maximum
Contraception: \$75 maximum

DENTAL:
Basic and Preventative: 50%
Minor Restorative: 30%
Maximum: \$200

EXTENDED HEALTH CARE:
Vision: \$30 maximum for one eye exam and for prescribed lenses and frames or contacts every 24 consecutive months

Paramedical Practitioners: \$15 per visit (\$150 maximum)

Please refer to the student insurance booklet available at wespeakstudent.com for plan details such as eligible providers, required referrals, exclusions etc.

» HOW DO I CHOOSE ONE OF THE FLEX PLANS?

- 1) Please visit www.wespeakstudent.com before the deadline date.
- 2) Click on the Choose Your Plan option, select an alternate plan, enter the required information and submit.
- 3) Retain receipt # for your records.

WE SPEAK
STUDENT

LIVE HELP MESSAGING
Have a question? Chat with live member of the WeSpeakStudent team.
Visit www.wespeakstudent.com. Student ID # is required.

Current Issues

- ▶ On the balanced plan Last year
 - ▶ 44 Students maxed on the vision benefits
 - ▶ 10 Students maxed on the Drug benefits
 - ▶ No one got Dental
- ▶ On the Enhanced Dental plan Last year
 - ▶ No one got vision benefits
 - ▶ 1 Student maxed on the Drug benefits
 - ▶ 17 Students maxed on the dental benefits
- ▶ On the Mixed plan Last year
 - ▶ 4 Students maxed on the vision benefits
 - ▶ 2 maxed out on dental benefits
- ▶ This is the less than 20% of students who use our health plan. Many choose to not go through the hassle of filing for meagre reimbursements.



The New health plan

- ▶ We received from ACL We Speak Student a list of similar sized institutions and what they offer.
- ▶ We took the list and asked for the University of Moncton's health plan to be outfitted for us.
- ▶ This is what it would look like.

WELLES
CANADA'S LEADING
STUDENT INSURER

new plan design & pricing

	Nipissing University 4528	University De Moncton 4300	Nipissing Requested Changes	Nipissing Requested Changes
Population	4528	4300	4300	4300
HEALTH PLAN FEE				
NUSU Cost	\$75.00	\$226.00	\$225.00	\$216.00
PRESCRIPTION DRUG				
Maximum	80% Co-Pay \$2,000.00	80% Co-Pay Unlimited	80% Co-Pay Unlimited	80% Co-Pay \$5,000.00
DENTAL				
Basic and Preventative		70% Co-Pay	100% Co-Pay	80% Co-Pay 100% with Network
Minor Restorative	N/A	70% Co-Pay	70% Co-Pay 95% with Network 10% Co-Pay	70% Co-Pay 95% with Network 10% Co-Pay

Maximum	\$2,000.00	Unlimited	Unlimited	Unlimited	\$5,000.00
DENTAL					
Basic and Preventative					
Minor Restorative	N/A	70% Co-Pay	70% Co-Pay	80% Co-Pay 100% with Network	
Major Restorative		70% Co-Pay	50% Co-Pay	70% Co-Pay 95% with Network	
Maximum		\$750.00	\$750.00	10% Co-Pay 30% with Network	\$750.00
VISION					
Maximum	\$50 for Exam \$50 for Lenses/Contacts	\$60 for Exam \$200 for Lenses/Contacts	\$60 for Exam \$200 for Lenses/Contacts	\$60 for Exam \$150 for Lenses/Contacts	\$60 for Exam
EXTENDED HEALTH					
Maximum	\$20/Treatment \$250.00	\$20/Treatment \$400.00	\$40/Treatment \$400.00	\$30/Treatment \$400.00	



Proposal

- ▶ I propose we move to acquiring the \$225 + \$5 Admin fee plan for students for these reasons
 - ▶ It puts us competitively with institutions our size
 - ▶ It will effectively provide coverage for students who use our health plan
 - ▶ Can make our health plan a viable option for those to rely on
- ▶ Along with this there's the justification of the \$5 Admin fee
 - ▶ The Health Plan takes up valuable time from our communication and administration department
 - ▶ An admin fee would help alleviate those costs, allow us to hire specialized student to take questions/complaints and pay for the marketing needed to properly communicate to students important information



Referendum

- ▶ In order to accomplish this task we will need to go to Referendum for the Ancillary fee committee to accept the increase
- ▶ My plan is to have the referendum at the end of February.
 - ▶ The month of January doing posters and awareness of the impending month of referendum
 - ▶ The month of February an event each week promoting the “Vote yes” Campaign with ACL on campus helping
 - ▶ The referendum being done by the elections committee and results implemented afterwards.



Conclusion

- ▶ We currently operate one of the cheapest and least coverable health plans in Canada.
- ▶ We need to better cover our students and be competitive with similar sized institutions
- ▶ I hope we can vote yes here so that we can convince students to vote yes for those who need our services to work for them.



Motion:

- ▶ Be it resolved: The NUSU board of directors vote in favor of the proposed ACL Health plan and its cost of \$230 and to move forward with a campus wide referendum in the winter semester of 2017.