



**Board of Directors Meeting Minutes – Nipissing University Student Union
Monday, February 28th, 2018 – 6:30pm
F303, Nipissing University**

Call to Order – 6:36pm – Chairperson Sydney Lamorea, President called the meeting to order.

1. ATTENDANCE

President:	Sydney Lamorea	Present
VP Finance:	Shane Dunstall	Present
VP Services:	J'aime Brunet	Present
VP Communications:	Tyrel Somerville	Present
Director-at-Large:	Allison MacNeill	Present
Director-at-Large:	Daniel Goulard	Present
Director-at-Large:	Eric Marrast	Present
Director-at-Large:	Courtney Ivany	Present
Director-at-Large:	Jasmin Beal	Absent (With Regrets)
Executive Elect:	Andrew Wood	Present
Executive Elect:	Nicolai MacKenzie	Present
Executive Elect:	Xander Winter	Present
CHAIR/SPEAKER:	Sydney Lamorea	President
RECORDED BY:	Sarah McGowan	Director of Communications

Chair said that quorum has been reached.

2. WELCOME

Chairperson welcomes new Executive Elects: Andrew WOOD, Daniel GOULARD, Tyrel SOMERVILLE, Nicolai MACKENZIE and Xander WHITE.

3. ADOPTION OF AGENDA

MOTION: To adopt the agenda for the Board of Directors Meeting dated February 26th, 2018, as circulated

**MOVED BY: MARRAST
SECONDED BY: IVANY
MOTION CARRIED**

4. APPROVAL OF MINUTES FROM THE JANUARY 15TH, 2018 MEETING

MOTION: To approve the minutes from the January 15th, 2018 meeting as circulated



MOVED BY: SOMERVILLE
SECONDED BY: MARRAST
MOTION CARRIED
Abstained: GOULARD

5. BUSINESS ARISING FROM THE MINUTES

No business arising from the minutes

MOVED BY: GOULARD
SECONDED BY: SOMERVILLE

6. EXECUTIVE REPORTS

a) **REPORT FROM THE PRESIDENT**

See attached (Appendix A)

DISCUSSION:

BRUNET: Can you elaborate on the party kit?

LAMOREA: The party kit is something that has come up in the Good Neighbour meetings. It is a kit for the hosts of the party. LAMOREA stated that she spoke to Kathryn from Guelph University Campus Living to find out how they gave out these kits. They bring in a by-law officer to speak to people around big events like St. Patrick's Day etc. The good thing about the kit is that they get a phone call and a notice regarding the noise before they get a fine. Down in Guelph they get \$850 fine per person. LAMOREA stated that the Good Neighbour Committee is looking into that for North Bay. LAMOREA hopes to have a Good Neighbour meeting soon.

MARRAST stated that he thought LAMOREA did a great job on the transition document
LAMOREA thanked MARRAST for the recognition and hopes that the incoming year will be more structured.

MOTION: That the report from the President dated February 26th, 2018 be received.

MOVED BY: GOULARD
SECONDED BY: MACNEILL

MOTION CARRIED

b) **REPORT FROM THE VICE-PRESIDENT FINANCE**

See attached (Appendix B)



DISCUSSION:

DUNSTALL stated that he didn't really have anything to add to his report unless someone had a question. He was hoping to potentially approve cyber liability insurance within the meeting but was wanting to maybe get it approved by the Audit and Finance Committee.

GOULARD asked DUNSTALL when the Tahoe Focus Group will meet to which DUNSTALL replied very soon

DUNSTALL asked if anyone took a look at the cyber liability insurance

MARRAST responded that he had read it

DUNSTALL said that Chris from Kennedy Insurance said that seeing as we were expecting to pay the specific amount for insurance, we should just add more things to our insurance plan

SOMERVILLE stated that Chris went into a lot of detail in their meeting and that it covers a lot.

DUNSTALL said that there have been cases of websites being attacked online and this definitely protects NUSU

SOMERVILLE said that they would offer PR consultation if NUSU were to ever lose information or be hacked

LAMOREA asked if this would be taken to the Audit and Finance Committee

DUNSTALL replied that he was fine with it being taken to that committee; however, BRUNET saw it as redundant as most of the people from that committee were currently at the Board of Directors meeting

MOTION: That the report from the Vice-President Finance dated February 26th, 2018 be received.

MOTION CARRIED

MOTION: That the Board of Directors approves the Cyber Liability for \$2250

MOVED BY: MACNEIL

SECONDED BY: GOULARD

DISCUSSION:

GOULARD would like to know more about the terminology other than what has been presented

MARRAST explains that it covers more stuff than what was presented

SOMERVILLE says that it even covers hardware if there is an attack that messes up the



hardware, especially with the bitcoin thing happening in the background of some of the websites
MARRAST asks if the insurance is annual
DUNSTALL answers yes

c) **REPORT FROM THE VICE-PRESIDENT SERVICES**

See attached (Appendix C)

MOVED BY: GOULARD
SECONDED BY: SOMERVILLE

BRUNET states that she has nothing to add unless someone has a question
MARRAST adds that "Sexy Bingo" is happening at Chancellors on March 3rd
BRUNET explains that she's not aware of it and wanted to work with residence but didn't hear anything back. BRUNET also wanted to work with The Equity Centre but with everything going on in everyone's calendars it's totally fine if it doesn't happen
SOMERVILLE adds that he's seen that there's a lot of events coming up from the Services Department and that it's awesome to see
BRUNET expresses thanks and says that it would be great for everyone to attend as many events as possible and get their friends to also attend. On Thursday there will be snacks and board games and the following week is the concert
MARRAST asks how that is going
BRUNET says that it's exciting but asks that everyone in the Board meeting invite their friends on Facebook to the event
GOULARD asks how many tickets have been sold
BRUNET does not know the full amount seeing as the Capitol Centre is selling them online also

LAMOREA brings up the Roll Up The Rim activity that is happening in the NUSU Office. To date 33 people have participated in the activity.
BRUNET explains that the activity is where people can rip off the "loser" tab on Tim Hortons coffees and bring them in to get prizes. It seems to be going really well and people are really liking it on social media

LAMOREA brings up the free consensual hugs on Valentine's Day
BRUNET explains that BRUNET, LAMOREA and NICOLAI MACKENZIE went around with Free Hugs (with consent) t-shirts. It went really well and was a great initiative to do

MARRAST asks what is beer yoga
BRUNET answers explaining that it's when you hold a beer while doing yoga. It's in partnership with Grounded Studios and Northern Ontario Brewery
DUNSTALL adds that people normally get a sample
BRUNET concurs that there is a little social after and it is also for people who enjoy yoga but also people who like tasting beer. BRUNET is really interested in this and looks forward to it



IVANY adds that as a suggestion for next year's term it would be good to have more events be RSD approved

BRUNET adds that the concert street team is RSD approved

MARRAST adds that if people are looking to do NUSU Cares or NUSU Crew it would be a good thing to have RSD approved

IVANY and MACKENZIE both add that everyone is looking for research style events

GOULARD asks if someone can go into depth about the RSD

BRUNET explains that the RSD is the Record of Student Development and once a person graduates they get a slip of paper that shows how you were involved in different areas including community, research and other things. Every year you have to fill it out yourself and it gets added to your RSD resume. Once you check all the boxes and requirements you get your RSD

SOMERVILLE adds that it's an extracurricular transcript that students can go on their WebAdvisor where it says Services and look at the list of the 20 learning outcomes of what needs to be done

MARRAST adds that the Student Learning and Transitions Office (SLT) are the ones in charge of this

SOMERVILLE says it's imperative to register any activities you did during that school year

MARRAST says that it's only from volunteering but you cannot count it if you are getting paid

BRUNET says that it's counted for the Directors-at-Large but not for Executives

MOTION: That the report from the Vice-President Services dated February 26th, 2018 be received.

MOTION CARRIED

d) REPORT FROM THE VICE-PRESIDENT COMMUNICATIONS

See attached (Appendix D)

MOVED BY: IVANY

SECONDED BY: MARRAST

DISCUSSION:

SOMERVILLE explains that it's been a long time since the last report so he went through a lot of things

MARRAST asks if there are any more students waiting for the health plan opt out

SOMERVILLE explains that the blackout has ended and so the cheques should be coming in if they haven't had the money go directly into their bank accounts

GOULARD asks SOMERVILLE to talk about the Elections package as SOMERVILLE said that he would speak about it more in the meeting

SOMERVILLE explains that a new package was put together and thanks the Board of Directors



for their quick response. SOMERVILLE looked at the policy and elections nomination package and saw that there were a lot of discrepancies so the Elections Committee decided to start from scratch

BRUNET says that Gd2Talk coming on campus was great and is curious to know who came up with having them on campus

SOMERVILLE explains that he cannot take credit for this. Gd2Talk reached out to SOMERVILLE and NUSU actually got two days instead of one because Canadore ended up backing out. The supervisor at the event, Gemma, said that if they get the same kind of funding from the government next year that they would love to come back up. They can also send us swag and all we have to do is email them and ask for it. They also said that we can contact them if we ever have a huge crisis on campus. It's the same kind of offer that Aspiria provides but a bit different

MARRAST asks if there is a time stamp of when they are coming back

SOMERVILLE answers that there is a whole team of coordinators looking after this and that there is no time specifically at this moment. They seemed really receptive and looking for feedback

MOTION: That the report from the Vice-President Communications dated February 26th, 2018 be received.

7. QUESTION PERIOD

No questions

8. COMMITTEES

a. Audit and Finance Committee

DUNSTALL: No updates

b. Building Committee

LAMOREA says there is a final draft being ready to be signed on Wednesday and that the RFP will be happening soon

c. Elections Committee

MOTION: To receive the Executive Elections Report from the Elections Committee

MOVED BY: GOULARD

SECONDED BY: SOMERVILLE

BRUNET says that she's unsure it was sent out to the Directors. Not sure if she actually made a separate report or just made suggestions

GOULARD says that it was sent February 15th



MOTION CARRIED

Abstained: MARRAST, GOULARD and SOMERVILLE

d. Executive Committee

LAMOREA doesn't understand why this is included when separate reports are produced. There is a lot going on inside the office which will be spoken about in closed session

e. Governance Committee

LAMOREA says that a handbook is in the works and LAMOREA is currently looking through all of the policies so it's more uniformed. LAMOREA adds that it is almost done which is great and a couple of more policies are being added

SOMERVILLE asks if the incoming VPGLA (SOMERVILLE) can be included in the committee

LAMOREA says that SOMERVILLE is on the committee and has been receiving documents and adding notes to it

SOMERVILLE explains that he cannot see any invitations to meetings

IVANY says that it's called the NUSU Employee Handbook

SOMERVILLE thanks IVANY and asks the Governance Committee to make sure that the invitations are sent out again

f. Green Initiatives Committee

No update

g. NUSU Cares

SOMERVILLE explains that the committee met the day of the Directors meeting which is probably the second last time of the year. The next meeting SOMERVILLE wants to bring in XANDER WINTER into the meeting. The committee may change depending on what WINTER wants. Hoping to bring in WINTER after Wellness Week

h. Social Committee

No update

9. NEW BUSINESS

a) Creation of a Clubs Focus Group

MOVED BY: GOULARD

SECONDED BY: MARRAST

BRUNET explains that DUNSTALL and BRUNET were finding it really hard to work on this seeing as there are other things happening this year. Would like to hear about how clubs and the system can be changed

GOULARD says that it would be good to have a mix of current and incoming people to look over this to see what needs to be done

MARRAST asks what kind of person is the focus group looking for

BRUNET answers saying anyone who is looking to be part of brainstorming such as forms being processed and pretty much everything to do with clubs

MARRAST offers to talk to people in clubs to see what can be done



BRUNET says that she wants to see more about what is going on within the clubs
MCGOWAN adds that it might be good to ask clubs what is going on and send out a Google Form to get everyone to fill out
BRUNET says that it's hard because she already knows of some issues regarding the forms that need to be redone
MACKENZIE asks if the focus group will have people from clubs or more so people from the Board/Executive
BRUNET answers and says more so the people from the Board/Executives
MARRAST asks if there is a set date on the focus group
BRUNET answers that it can be done whenever
GOULARD asks if it can be figured out now

Interested: MACKENZIE, DUNSTALL, GOULARD, MARRAST, WINTER, (ANDREW) WOODS and SOMERVILLE
MCGOWAN says that Wednesday mornings are the best time for people to meet

MOTION: To create a Clubs Focus Group to discuss improving our current clubs program.

MOTION CARRIED

10. CLOSED SESSION


MOTION: To enter Closed Session

MOVED BY: MARRAST
SECONDED BY: IVANY

11. ADJOURNMENT

MOTION: That the meeting of the Board of Directors dated February 26th, 2018 be adjourned

MOTION CARRIED



SYDNEY LAMOREA, CHAIR



SARAH MCGOWAN, RECORDING SECRETARY



President's Report to the Board of Directors

Prepared By: Sydney Lamorea

Monday, February 26th, 2018

In January, the Board met very shortly after the beginning of the month so reports were given verbally in interest of time. This report, will be summarizing major updates since that meeting in January. This past month, I feel things are really getting better at NUSU and departments and people are coming together in marvelous ways. I do see a major improvement in communication within the office, as well as office morale. I am happy to have the new executive-elects come work with us and see what our team has been able to do. Everyone in the office has accomplished so much this year and has really grown. I am looking forward to seeing what further horizons our NUSU team can reach in the future!

This Report:

- Good Neighbour Program Update
- NU25 Time Capsule
- Executive Transition
- Employee Onboarding
- Accessibility for Ontarians with Disabilities Act (AODA) Webinars
- Joint Statement on the Colten Boushie Decision

Good Neighbour Program

The unofficial committee for the Good Neighbour Program met on January, 15th, to discuss preparations for Saint Patrick's Day happening Saturday, March 17th this year. We are looking into exploring ways to have positive messaging around the program and getting students the resources they need. One way that we are looking into are called, "Party Kits". These kits, and variations of these kits, are used by many post-secondary institutions in Canada and in the U.S..

Recently, I spoke with Kathryn from Guelph Off-Campus Living about their kits and what they do. At Guelph, what they have is an online sign-up sheet for the kits that includes a consultation with the student union about the by-laws and being safe. The students then are made aware of there being a noise complaint at their residence by the police, or by-law officer. The students are then given the chance to shut down the party. If there is another call made about their house, the party will be shut down and a fine will be administered.

They have received good reviews of this program from the students, community, and the local authorities as it provides everyone with a better chance to communicate with each



other and be fair. This is one idea that we are looking into and will be discussed at our next meeting.

NU25 Time Capsule

On February 13th, the NU25 festivities came to a head when we placed the time capsule in the wall. The ceremony was brief, with a speech given by university President, Dr. Mike DeGagne. I was happy to be there as the designate to put the items in the time capsule box and to help Mike put the box in the wall. I look forward to being at the birthday celebration in 25 years when we open it up again!

Transition and Onboarding

The onboarding and transition process is going really well. We are happy to have the new exec-elects in the office. The new and current executives just had a group dinner at Casey's last week to introduce ourselves, and we had our welcome meeting on Feb. 14th to go over the transition process with them. This year we are going for a more active-learning transition versus a passive transition, so the new executives are actually going out and finding information in addition to working with the current executive to learn their roles. This new transition process also includes more group meetings before May 1st so that the information intake occurs before their terms start. These group meetings also allow for more team building and familiarity to occur amongst the incoming team.

The Transition Package Included:

- An Executive Planner
- A NUSU How-To Guide
- A business card scavenger hunt (so they must meet people in the school on their own time)
- Robert's Rules of Order
- NUSU Policy Manual
- Discover Governance: Notes on Effective Meetings and How to Take Minutes
- Resources from the school
- A pen
- A little notebook (which can be used for the business card scavenger hunt).
- Resources from Nipissing University
- A list of supports for counselling

In addition to the transition period for new executives, I have been working with the Governance Committee on preparing an Employee Handbook that can be used for onboarding all new employees. This handbook includes general information on all of the basics for



100 College Drive, PO Box 5001
North Bay, ON P1B 8K9
Tel: (705) 474-3450 ext. 4801 Fax: (705) 474-7732
Web: www.nusu.com

employment with NUSU, including: hours of operation, types of leave, termination, procedures for grievances, etc. Furthermore, I have met with Erin to formalize an Onboarding process for new employees as well. Upon discussion with current staff, I think this will be a good resource for consistent onboarding and summary of procedures and policies.

On top of this, I have been addition, working on putting together a formal complaints procedure to bring forward to the Governance Committee, as well as a Workplace abuse policy that we require for insurance purposes.

Accessibility for Ontarians with Disabilities Act (AODA) Webinars

I sit with various members of the Nipissing University community on these weekly webinars. There have been 3 thus far, and I believe one more to come. These webinars are about the AODA and how to make us more accessible. One thing I have taken from this course is to use fonts without serifs (little feet) and so instead of having my report in Times New Roman font, like I typically use, I am using Calibri. Other than this, NUSU is up to par for most of the topics we have covered. The ones that we may be lacking in, are some policies regarding accessibility and pandemics.

Joint Statement on the Colten Boushie Decision

On February 15th, President and Vice-Chancellor of Nipissing University, Dr. Mike DeGagne approached NUSU and NUFA to co-sign a statement in response to the decision made in the case of Colten Boushie.

In August 2016, 22-year old, Colten Boushie, from the Red Pheasant Cree Nation, was shot in the head after he and four others drove onto Gerald Stanley's farm. When brought to trial, Stanley testified that the shooting was an accident, and on Friday, February 9th, Stanley was found not-guilty and acquitted of second-degree murder by an all-white jury. This case has brought to light the under-representation of indigenous people on juries and in jury selection pools.

In light of this case, many universities have began stepping up and making statements similar to the one below made by Nipissing University, NUSU and NUFA.

Statement:

"Nipissing University wishes to express condolences to the family of Colten Boushie. We are also concerned about the impacts this decision might have on Indigenous people, students, faculty, staff, and other Canadians.



100 College Drive, PO Box 5001
North Bay, ON P1B 8K9
Tel: (705) 474-3450 ext. 4801 Fax: (705) 474-7732
Web: www.nusu.com

We acknowledge the pain and loss of the Boushie family, and support their public efforts to ensure Colten Boushie's death will help prevent events like this from happening again.

We should not be surprised by this outcome. Leading up to this decision there have been decades of events that are cause for concern. We have also spent time and resources in the pursuit of truths about the lives of Indigenous people, and have an abundance of recommendations and reports. The Manitoba Justice Inquiry, The Royal Commission on Aboriginal People, and more recently the Truth and Reconciliation Commission and its Calls to Action have all identified systemic failings. We continue to see the expression of systemic wrongs, for example, in Indigenous over-representation in Canada's prisons and in child welfare.

What do we do? We have momentum now on Reconciliation, and there has never been such positive public acknowledgement that change must occur. It is a beginning. We need now more than ever to see our common concern as a means to make meaningful change to the systems which so dominate the lives of Indigenous people. The recent announcement by the Government of Canada that it will develop – in full partnership with First Nations, Inuit, and Métis Peoples – a Recognition and Implementation of Rights Framework, may well prove to be an historic moment, and an acknowledgement of inherent rights including the right to self-determination.

In this moment, we continue to support each other through events and opportunities for discussion, and we continue to teach and learn in order to shape a better future.

We welcome students to visit with Elder-in-Residence, Carol Guppy, at Enji Giigdoyang. Diibaadan Student Counsellor, Neva Isaac, welcomes students in the Sacred Space as well."

Coming Up Next:

- Policies with the Governance Committee
- More Executive-Elect Transitioning
- March Open House



Vice-President Finance Update for the Board of Directors

Prepared by: Shane Dunstall

February 26th, 2018

Endowment Fund

This is an initiative that I plan to put a great deal of focus on for the remainder of February and the beginning of March. I had a brief meeting with Andrea Parolin (our main point of contacting regarding the fund) so I could be reminded of how this process works, along with recommendations she may have had. She let me know that the biggest donations came from businesses that incorporated this fund at their points of sale e.g. cashiers at Independent asking if you would like to donate a dollar. I believe that Independent and Partners participated in this last year, with several other businesses accepting our cash boxes.

I have sent off an e-mail to our community sponsors to gauge their interest in working with us on this initiative and I will be giving them until March to respond. If responses are low, I will contact them directly. The plan is to leave these boxes there throughout the summer – I will be informing the incoming VP Finance and VP GLA about this so that they can retrieve donations on a regular basis. I also explored other avenues for assistance in this process, including the newly formed Lakers Crew. However, I feel that it might be best to do this process in-house so there is no confusion after the transition.

Sponsorship

I have taken over his role with our iLead sponsorship intern, AJ LaCarte. In January, Denyse Lafrance Horning came to our office to evaluate the progress that AJ has made. She provided an informative presentation for Sarah, Denyse and I and we discussed what to do moving forwards. AJ has been given actionable items (based on the recommendations she provided us) to focus on for second semester. I am excited to see what this initiative brings to our incoming executive team. Through this program, I am anticipating that sponsorship will continue to thrive.

Sarah, AJ, and I also had a preliminary meeting with Andrew Wood, incoming VP Finance elect, so that we could get a head start on it. Initially, sponsorship can be a daunting task for the VP Finance, so we wanted to give Andrew a more detailed breakdown on how the

process works. I let him know what I felt did/did not work and AJ filled him in on what her goals were for the remainder of the semester.

Insurance

During a January meeting that we had with Chris Bevan of Kennedy Insurance, we were able to establish that we would be saving money this year on our insurance. This is because we provided them with an up-to-date list of our assets and they were significantly lower. Due to this, he left us with some additional coverage options to explore. Of them, after having a brief meeting with Warren, J'aime, and Mira, we had decided that cyber liability made the most sense for us. Upon filling out the necessary documents, Chris came back to meet with Tyrel and I to provide us with a quote. If we were to accept this quote at this board meeting, then we will be paying a similar amount as last year.

Miscellaneous

SIF (Student Initiatives Fund): We managed to submit all our applications by the deadline. In total, we submitted four applications: one for the concert, one for a Disruptt workshop, one for varsity fan buses, and one for the Student Appreciation Luncheon (something that I will be working on with Sarah). J'aime and I attended the meeting to discuss all applications that the University received, with Casey Philips noting that there were more applications than usual. Every application that was submitted was approved to receive at least a portion of what they were requesting.

CAFC (Compulsory Ancillary Fees Committee Meeting): We had our first meeting to discuss the history of the committee/ancillary fees, and to ask any questions that we may have had. This meeting was more about introductions and setting out a timeline. Our next meeting is slated for late February – early March and we are all expected to bring any proposals that we may have.

Canada Summer Jobs: An application was sent off to Canada Summer Jobs again this year, however, this time we had decided to only apply for a single position. Since last years application was not accepted, we felt that putting in a greater amount of effort into detailing one job may fair better for us. The position we applied for was a CPI (Community Partnership Intern), which would encompass our communications and services departments, along with aiding with sponsorship.

Elections: I had no initial plans to be apart of the elections committee, so it was a rather interesting and sudden experience. It was fulfilling to experience elections from the other side, however, it was more work than I think any of us had anticipated. We had an extensive debrief session to put forward recommendations regarding what changes we felt should be made for next year. I have also decided that I will not be apart of the elections committee for the director elections.

Committees: Sales and Merchandise, Audit and Finance, and a Chevrolet Tahoe focus group are meeting shortly after reading week.



Beazley Canada Limitée
550-55 University Avenue | Toronto ON M5J 2H7
310-1130 Sherbrooke Street West | Montréal QC H3A 2M8
1511-701 West Georgia Street | Vancouver BC V7Y 1C6
P 1-877-814-7778 | www.beazley.ca

Date: 11 Jan 2018
To: Chris Bevan
At: Kennedy Insurance Brokers
From: Kapil Bhagirath
Subject: Nipissing University Student Union (Quote valid for 30 days)

Dear Chris,

We are pleased to offer the following quote.

CLAIMS MADE BEAZLEY BREACH RESPONSE INSURANCE COVERAGE

Policy Aggregate Limit of Liability

In the aggregate including claims expenses	option 1 \$ 1,000,000	option 2 \$ 2,000,000	option 3 \$ 5,000,000
A. (Information Security & Privacy Liability)	\$ 1,000,000	\$ 2,000,000	\$ 5,000,000
C. (Regulatory Defence & Penalties)	\$ 1,000,000	\$ 2,000,000	\$ 5,000,000
D. (Website Media Content Liability)	\$ 1,000,000	\$ 2,000,000	\$ 5,000,000
E. (PCI Fines, Expenses and Costs)	\$ 50,000	\$ 50,000	\$ 50,000
F. (Cyber Extortion)	\$ 1,000,000	\$ 2,000,000	\$ 5,000,000
G. (First Party Data Protection)	\$ 1,000,000	\$ 2,000,000	\$ 5,000,000
H. (First Party Network Business Interruption):	\$ 1,000,000	\$ 2,000,000	\$ 5,000,000
(i) Forensic Expenses sublimit:	\$ 1,000,000	\$ 2,000,000	\$ 5,000,000
(ii) Dependent Business sublimit:	\$ 1,000,000	\$ 2,000,000	\$ 5,000,000
The above sub limits of liability are part of, and not in addition to, the overall Policy Aggregate Limit of Liability.			

Limit of Coverage for Privacy Breach Response Services, Insuring Agreement B.:

Privacy Breach Response Services Aggregate Limit of Coverage for all incidents first discovered by the Insured and reported to the Underwriters during the Policy Period:	5,000 Notified Individuals	5,000 Notified Individuals	
	\$ 50,000	\$ 50,000	
Legal Services, Computer Expert Services, Public Relations and Crisis Management Expenses Aggregate Sublimit:			
The Privacy Breach Response Services Aggregate Limit of Coverage is separate from and in addition to the Policy Aggregate Limit of Liability.			

Retentions:

Each Claim, Extortion Threat & Security Breach Retention (including each Claim in the form of a Regulatory Proceeding and Claims Expenses):	\$ 2,500	\$ 2,500	
Waiting period	12 hours	12 hours	

Threshold/Retention applicable to each incident, event or related incidents or events giving rise to an obligation to provide Privacy Breach Responses Services under Insuring agreement B.			
1. Notification Services, Call Center Services, Breach Resolution and Mitigation Services to be available for each incident involving at least:	10 Notified Individuals	10 Notified Individuals	
2. Retention applicable to Legal Services, Computer Expert Services, Public Relations and Crisis Management Expenses:	\$ 2,500	\$ 2,500	
	\$ 2,500 for Legal Services (which retention is part of and not in addition to the combined retention)		

Premium:

	\$ 1,500	\$ 2,250	
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add. \$225 for malicious banking up to \$100,000

Coverage Terms and Conditions:

Retroactive Date:	Inception
Continuity Date:	Inception
Premium for Optional Extension Period:	100% of the premium for the Policy Period
Choice of Law:	Canada
Commission:	15%

Policy Form:

Beazley Breach Response – CANADA

Endorsements Effective at Inception:

1. Nuclear Incident Exclusion
2. Radioactive Contamination Exclusion
3. Sanction Limitation and Exclusion Clause
4. Criminal Award Endorsement - \$50,000 sub-limit
5. Fraudulent Instructions Endorsement with out of band authentication - \$100,000 sub-limit deductible \$2,500
6. Telecommunications Fraud Endorsement - \$50,000 sub-limit deductible \$2,500
7. Non-Accumulation Clause

Subjectivities:

1. Re- Signed and Re-dated Beazley Breach Response application

Please be advised that if the applicant/insured becomes aware of any incident and/or claim between the date of this quote and binding then Beazley reserves the right to revise or revoke this quote.

Regards,

Kapil Bhagirath
Underwriter
(416) 777-6229
Kapil.Bhagirath@beazley.com



VP Services Board of Directors Report

J'aime Brunet - February 26th, 2018

NUAAB Retreat

On Friday January 12th and Saturday January 13th, I attended the NUAAB retreat. The retreat began with a dinner and social event in the Athletic Centre Boardroom while we watched the men's and women's basketball games. This social event allowed us to mingle and network with the others on the board as well as enjoy the basketball games from courtside seats. On Saturday, we began the day at 9am with a regular board meeting then welcomed Kelly Brown, Cheryl Sutton and Jody Dailey. Jody works in Alumni Advancement at Ryerson and previously at York and joined us to help share some services and ideas from Ryerson's work with alumni. Len, Bridgette, Jody and Andrea made a presentation which included the board's successes and progress in 2017, our 2018 operational improvements and a guide to creating effective strategic plans. One thing I found really interesting from this presentation was the 4 secrets of high performance teams. The secrets were clarity (through missions and strategies), commitment, execution and relationships. This brought to my attention the high importance of clarity within an organization. In Jody's portion of the presentation, she spoke about the importance of early engagement with alumni in order to keep them invested in Nipissing. Following this, we broke up into 3 small groups to come up with tactics and a strategy for all the areas of NUAAB's work. We discussed how we can improve the alumni newsletters, and our communication with alumni as well as which external events we'd like to run to better engage our alumni. The groups then came together to discuss all of our ideas. The purpose of this was to have the advisory board focus in on the various roles of our alumni relations and come up with ideas for improvement moving forward. The staff (Len, Andrea and Bridgette) were then to take these ideas and transform them into a realistic plan for the upcoming year.

Overall, this retreat was very productive and well organized. After speaking with Sydney about it a little, I would like us to implement a similar retreat for our organization and include all of our staff, executives and directors-at-large.

Lakers Winter Orientation

Lakers Winter Orientation happened from Monday January 8th to Friday January 13th. Abbey Thompson and I ran a workshop on setting healthy new year's resolutions. This workshop was informative and hopefully helpful for our students. I also attended part of the "Let's Talk about Consent Baby" session which was great. Finally, on Saturday, to finish off the week, I attended the volleyball games at the Athletic Centre and stayed for the lakers Pizza Party.

Meetings

Since our last Board meeting, the executive team met with the new Provost Arja to



discuss her role at Nipissing. I also met with executives from the Equity Centre to share event calendars for this semester. We discussed their campaigns and events coming up and how we can work around each others' schedules.

Elections

Since the resignation of our VP GLA, I have taken over as the DRO of the Elections Committee and thus, taken on a lot more responsibilities involving elections. As an elections committee, we worked on making changes to the nominations packages, preparing for the all-candidates meeting and planning the debate. Another one of our larger responsibilities was monitoring the candidates throughout the campaigning period and giving out strikes where needed. Overall, the elections, including the all-candidates meeting and the debate, were relatively successful and we now have 5 new executive elects beginning their shadowing in the office. Throughout the nomination period, campaign period and voting period, the Elections Committee did encounter some obstacles and were challenged many times. The Elections Committee created a document with recommendations for future NUSU elections.

Spaghetti Dinner

On Friday January 19th, the services department in collaboration with the Gathering Place and residence hosted a spaghetti dinner to raise funds for our food bank. We had almost all of our ingredients and supplies donated and charged each student \$2 at the door. Warren was a huge help in making this event happen as well as other staff, executives and directors. In total, we raised \$118.25 for our food bank.

Movie Nights

Since our last Board meeting, we have hosted 2 movie nights. Although both movie nights involved a lot of technical difficulties and had delayed starts, as always, the students who attended had a great time. In planning every movie night, we are exploring different options to screen the movies and are working on improving the events by using more efficient technology and having more executives and directors attend. The services department is also looking into purchasing a new popcorn machine to further improve these events.

Transition Document

These past couple of weeks have been essential for the VP Services shadowing. Nicolai Mackenzie was elected as the VP Services for the 2018/2019 term and we began meeting as soon as possible. One of the biggest priorities for Nicolai at this time is Frosh Week and more specifically, the Frosh Coordinator and Frosh Leader hiring. I provided Nicolai with a basic transition document which included a description of all of his responsibilities from now until May 1st. The document detailed Frosh Coordinator and leader interviews, Frosh Coordinator and Leader selection/placement, the Frosh theme, Frosh Kits, Frosh budget, team logos, t shirts and jackets, etc. I have also been meeting with Nicolai at least



once every week to discuss his role and what he should expect as he begins his term. I look forward to working with him further as we continue our shadowing/transition process. I am also continuing to make adjustments and add information to my official transition document. This should be completed shortly.

Concert

Promotions, giveaways, and ticket sales for the concert continue on for another couple weeks. We have been hard at work promoting this large event and we hope to continue selling lots of tickets in the upcoming weeks. The Concert Street Team has been selling tickets outside the bookstore. With the comms department, I have been running a couple contests and giveaways to continue to spread the word about the concert and get our students excited.

Event Planning

As outlined in my previous report to the Board, my goals for second semester events are the following:

1. Plan a variety of events that can be appreciated by all students
2. Plan lots of events so students always have the opportunity to get involved and participate
3. Work with other departments within the University and members of the community to plan events for students.
4. Strategically schedule events by considering other calendars and events going on for students and myself
5. Plan events 2 weeks to 2 months in advance to ensure there is enough time for proper promotion.

So far this semester, I've been working hard to fulfill all of these goals. I have many different kinds of events planned for the rest of the semester and have outlined them below with some detail. The events should appeal to students in the community and on campus, to students enjoy being active and those who enjoy a more relaxed environment, those who like to drink alcohol and those who don't, etc. There are lots of events for students to participate in, with a different event happening every week for the rest of the semester. I have am trying to meet up with with the OII and the Equity Centre for some new events and I have been consulting different people on campus to think of ideas for events. In scheduling events, I have tried to avoid planning events that require lots of commitment around midterms and exams and instead planned stress relieving events around those times. I have also taken into consideration when other university departments are running their events. Finally, I have been preparing events as much in advance as possible and communicating with the communications department to ensure that we have enough time to advertise and inform students. At this time, I have all of the events for the rest of the semester planned, with the exception of a couple tentative events.



100 College Drive, PO Box 5001
North Bay, ON P1B 8K9
Tel: (705) 474-3461 Fax: (705) 474-7732
Web: www.nusu.com

Nipissing University Student Union

Here is a list of all the events. Feel free to ask any questions and/or provide feedback on any of the content.

Snacks & Ladders

Date: March 1st

Time: 7pm-10pm

Location: NUSU Student Lounge

Details: free food and board games for students

Concert

Date: March 8th

Time: doors at 7pm

Location: Capitol Centre

Details: Tickets sold at NUSU office and online at all times. Table booked outside the Bookstore on Feb 27th for the street team to sell tickets. Table also booked on Thursday March 1st, and march 5th-8th to sell tickets. (***)this will be a critical time for ticket sales)

Concert After Party

Date: March 8th

Time: 10:30pm

Location: Club 151

Details: free cover with ticket stub

March Movie Night

Date: March 12th

Time: 7:30 start

Location: Nipissing Theatre

Details: Movies TBD

Beer Yoga

Date: March 17th

Time: 1:15pm-2:15pm, Mingling until 3pm

Location: Grounded Studios

Details: Tickets sold outside bookstore on March 7th for \$25+ tax

In collaboration with Grounded Studios and New Ontario Brewery.

**Students will drink a total of approx. 1.5 beers so they will not be getting drunk at this event and we are NOT promoting binge drinking.

We will also be providing a bus for this event since it does involve alcohol and busing to their location is tricky.

Comedy Night



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Date: March 22nd
Time: 8pm
Location: The Raven and Republic
Details: Free event for Nipissing students
Adrienne Fish and Patrick Haye

March Madness Event ** Tentative

Date: March 26th
Time: TBD
Location: NUSU Student Lounge
Details: We will stream the games and provide food.

Other Events **All tentative

Heart & Stroke Foundation Dodgeball Tournament:

- Date TBD
- Gym A
- 10 people/team, 5 teams minimum
- \$5 per person

Sexy Bingo:

- date TBD
- working on possibly collaborating with the Equity Centre and Residence

Electric Pow Wow

- possible collaboration with OII

Upcoming

All of the above events are upcoming from the services department. March will be a very busy time of the year for all of us and I look forward to providing these great events for students.



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Nipissing University Student Union

Vice-President Communications January and February Report

Introduction

It has been a while since I have been able to report directly to the board on my activities within office. In light of many recent events and the time it has been since my last report I think it is fair to say that we have all been busy. Though it is hard to exactly pinpoint exactly what we have been up to I hope that this report serves as a highlight to some of the larger tasks that have been in the works.

Staff Performance Evaluations

Courtney Ivany and myself had taken on the task of assessing the performance of all of our full-time staff members and to set up a foundation that will allow NUSU to meet bi-annually with each employee. These meetings will allow NUSU to discuss performance both good performance and aspects that may need to be improved upon with our staff in a more

constructive and open way. We are hoping to have a review both at the end of the summer and midway through the second semester of each year to ensure that we are supporting our staff in the best way possible. The process that Courtney and I worked on was far from perfect and has many things that need to be improved upon but I am optimistic that this can be done and done well moving into the future. I feel this is incredibly important due to the high turnover rate of executives and the un clear chain of command in some cases.

Health Plan

This opt out season has come and past with only a few hiccups. I had many good conversations with students about our health plan and am currently in contact with ACL to discuss potentially addressing these to ensure all students have the coverage they need and a simple ease of use with our plan. I have put all my recommendations in my transition document and began implementing steps to make these changes possible.

Good2Talk

On the last day of January and the first day of February we had worked with representatives from Good2Talk to have them come in and set up a lounge space outside the Cafe for students to come, relax and talk. They gave out simple massages and resources to students and overall it was a very successful event. I have been in communication with them to look into making this a yearly event at our school.

Elections

With the BoD and Senate elections coming up I have committed a fair amount of time into preparing for this. I hope to have the package done this week and can speak to this more in person at the meeting since it is still a work in progress.

Social Media

As normal I have been working with the rest of the communications department to ensure we are active and effective on our social media. We have implemented several new ideas lately and started using Hootsuite as a tool to help us stay on top of everything and to engage more on Twitter and Instagram. I am hoping to work with the incoming VP Communications Elect to schedule all posts for the next year that we already plan to do during the summer.

Wellness

We have had several Wellness Wednesdays over the last few months and we are getting an incredible turn out and having fantastic conversations with students. I will hopefully also have a final schedule for Wellness Week soon and a confirmation on who our guest speaker will be doing while they are on campus.

Conclusion

Despite this being one of my shorter reports over one of the longest gaps of time this year I feel as if it is understandable. We have all been busy

working on stuff and staying on top of work from school. I have many projects and dialogues open with people right now for stuff happening soon and for next year. I have put a lot of time and thought into how I will be transitioning the new exec who will be taking over my role next year. I am using my shortcomings as examples and an opportunity for learning. To this point I have not done as much as I would have liked directly for students but have been hard at work setting things up for a stronger future.