

NIPISSING UNIVERSITY STUDENT UNION



Board of Directors Meeting Minutes – Nipissing University Student Union
Monday, February 8th, 2021– 6:30 PM – ZOOM

Notice: Meeting may be recorded for the benefit of the secretary. The recording secretary shall keep a record of the recording for conflict resolution and organizational purposes.



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Nipissing University Student Union

Board of Directors Meeting Minutes – Nipissing University Student Union
 Monday, February 8th, 2021– 6:30 PM – ZOOM

Attendance:

| | | |
|--------------------------|------------------------|----------------------|
| President: | Hannah Mackie | Present |
| VP Student Life: | Shannon MacCarthy | Present |
| VP Advocacy & Awareness: | Mykayla King | Present |
| Director-at-Large: | Patrick Bethune | Present |
| Director-at-Large: | Hannah Brown-Thiesen | Present |
| Director-at-Large: | Aamil Mohammed Ferhath | Present |
| Director-at-Large: | Charlotte Foster | Present |
| Director-at-Large: | Mercedes Parsons | Present |
| Director-at-Large: | Sarah Pecoskie-Schweir | Present |
| Director-at-Large: | Curtis Tilbury | Regrets |
| Director-at-Large: | Ward Loveday | Present |
| CHAIR / SPEAKER: | Sami Pritchard | CFS Representative |
| RECORDED BY: | Armaan Dattani | Office Administrator |
| STUDENT MEMBERS: | Emily Wilson | |
| | Joseph Gagnier | |
| | Joseph McIntosh | |

1. Call to Order

The Board of Directors meeting is called to order at 6: 34 PM. *MACKIE* offers a traditional land acknowledgement.

2. Declaration of Conflict of Interest

There is none.

3. Adoption of Agenda

MOTION: That the Board of Directors Meeting Agenda for February 8th, 2021 be adopted as presented.

*Moved by MACCARTHY;
 seconded by PECOSKIE-SCHWEIR.*



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Discussion:

There is none.

*No noted abstentions.
No noted opposition.
Motion carries.*

4. Approval of Minutes from the December 16th, 2020 Meeting.

MOTION: To approve the minutes from the December 16th, 2020 meeting as circulated.

*Moved by MACKIE;
seconded by MACCARTHY.*

Discussion:

There is none.

*No noted abstentions.
No noted opposition.
Motion carries.*

5. Approval of Minutes from the January 18th, 2021 Meeting.

MOTION: To approve the minutes from the January 18th, 2021 meeting as circulated.

*Moved by BETHUNE;
seconded by MACCARTHY.*

Discussion:

There is none.

*No noted abstentions.
No noted opposition.
Motion carries.*



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6. Approval of Minutes from the January 25th, 2021 Meeting.

MOTION: To approve the minutes from the January 25th, 2021 meeting as circulated.

*Moved by BROWN-THIESEN;
seconded by MACCARTHY.*

Discussion:

WILSON joins the meeting at 6:38 PM.

BETHUNE proposes an amendment to the January 25th, 2021 Meeting Minutes. At point 6, he would prefer his argument read: “*BETHUNE* is opposed to the motion. He believes that the motion is redundant and counterproductive because he claims the board has already approved an alternative solution during the closed session to inform concerned students of the board’s decision.”

PRITCHARD allows *BETHUNE* to write his revision in the chat for the Secretary to update the January 25th, 2021 Meeting Minutes.

LOVEDAY suggests that perhaps the amendment that *BETHUNE* had proposed should be included in the January 18th, 2021 Meeting Minutes but after clarification from *PRITCHARD* and *BETHUNE*, it is confirmed that the amendment was to the January 25th, 2021 Meeting Minutes.

*No noted abstentions.
No noted opposition.
Motion carries.*

7. Executive Reports

a. Report From the President

MOTION: That the report from the President dated February 8th, 2021 be received.

*Moved by MACKIE;
seconded by MACCARTHY.*



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Discussion:

There is none.

No noted abstentions.

No noted opposition.

Motion carries.

b. Report from the Vice-President Advocacy and Awareness

MOTION: That the Report from the Vice-President Advocacy and Awareness dated February 5th, 2021 be received.

Moved by KING;

seconded by MACCARTHY.

Discussion:

There is none.

No noted abstentions.

No noted opposition.

Motion carries.

c. Report from the Vice-President Student Life

MOTION: That the Report from the Vice-President Student Life dated February 5th, 2021 be received.

Moved by MACCARTHY;

seconded by PECOSKIE-SCHWEIR.

Discussion:

FOSTER appreciates that student engagement has increased in the past few months and MACCARTHY thanks her.

No noted abstentions.



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*No noted opposition.
Motion carries.*

8. Committee Reports

a. Audit and Finance Committee

MOTION: That the report from the Audit and Finance Committee dated February 8th, 2021 be received.

MACKIE confirms that all relevant information was included in the report.

*Moved by MACCARTHY;
seconded by KING.*

Discussion:

There is none.

*No noted abstentions.
No noted opposition.
Motion carries.*

MOTION: That the revised budget for the 2020-2021 fiscal year be approved by the Board of Directors.

*Moved by MACCARTHY;
seconded by KING.*

Discussion:

Before questions are asked, *MACKIE* asks *KING* to share the new budget via screen-sharing and *PRITCHARD* allows *MACKIE* to elaborate on some changes.

MACKIE explains that the budget was initially based on lower estimates than past years since, in



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the summer of 2020, they were unsure how the pandemic would affect essential and non-essential funding.

MACKIE acknowledges that the revised estimates are based on the numbers from the fall semester. If the numbers stay consistent, the revised budget will be accurate.

MACKIE identifies changes in budget for fees, such as the CFS fees and Student Health Plan fees, are mandated by the organizations they belong to. *MACKIE* says that the Societies fees go directly to the societies and those numbers are determined by the enrolment in those programs.

MACKIE explains that among the advice from the previous audit of NUSU was that the Corporation does not spend enough money, often resulting in a surplus at the end of the fiscal year. Though not a bad thing, *MACKIE* identifies that it would be ideal that the money from student fees would be spent on those very students. With that in mind, *MACKIE* explains that the increase in programming fees, seen mainly in major events and student activities, would be for the benefit of the students of the current fiscal year.

MACKIE acknowledges that there is a new line in the budget for the Food Bank. *MACKIE* says that NUSU has seen the usage of the Food Bank almost triple and donated monies and products were insufficient. As such, *MACKIE* explains that a reserve should maintain stocks and alleviate reliance on donors.

MACKIE explains that the increase to the Campaigns budget is to add some reserves.

MACKIE acknowledges that, with the cancellation of in-person Shinerama events, the Shinerama budget has been reduced.

MACKIE notes an amendment to the revised budget for Government Advocacy, suggesting the budget should be \$2800 and not \$3500. *MACKIE* explains that much of the government advocacy that NUSU will participate in will be in conjunction with the Northern Caucus. As such, *MACKIE* explains that an increase in budget was necessary, however the Northern Caucus can aid in funding government advocacy as well.

MACKIE explains that the increase to the budget for honorariums is to continue fostering and rewarding student volunteerism as well as to pay the Chair since they are no longer with CFS.

MACKIE explains that expenses regarding the Student Centre have changed drastically due to pandemic impacts. For example, *MACKIE* points out that general repairs and maintenance expenses have significantly increased.

PARSONS joins the meeting at 6:57 PM.

MACKIE continues to explain another significant increase in budget regarding the Student Centre: insurance. *MACKIE* explains that this increase is cautionary in nature and assures a reserve in case of any changes.

MACKIE identifies the new line for the interest on the construction loan and explains that NUSU will capitalize the interest as much as possible when they are on more certain terms, such as when the turbulence experienced as a result of the pandemic is over.

Another new line in the budget *MACKIE* identifies is for licenses and permits. *MACKIE* explains that, normally, licenses and permits are included in the individual programs or events with which



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they are associated. An example *MACKIE* provides is that any licenses or permits associated with Frosh would be included in the Frosh budget. However, with the new Student Centre's more generalized operations, it is necessary to create a line in the budget specifically for licenses and permits such as registering their name.

MACKIE identifies that the increase in budget for marketing and advertising is meant to aid in promoting an online presence and to assist online campaigns.

MACKIE notes an amendment to the revised budget for Professional Fees and Services, suggesting the changed budget should be highlighted in blue as all other changes are. *MACKIE* explains that this increase in budget is necessary to pay for legal services, especially with the upcoming revision of by-laws. *MACKIE* continues to say that this increase was accompanied by an increase in Settlements, also for legal purposes.

MACKIE acknowledges that the fiscal year will end in a deficit with the revised budget but reiterates that previous years have often resulted in a surplus and that some of the budget increases are provisional and may not be spent in their entirety.

LOVEDAY is opposed to the revised budget, suggesting that the \$16 500 increase to programming is unnecessary with the end of the fiscal year so close. *LOVEDAY* asked for clarification on where the money is going.

MACCARTHY explains that, come December 2020, the budget lines for major events and student activities were almost depleted. *MACCARTHY* continues to say that the increased budgets would allow NUSU to keep existing subscriptions, such as for online trivia and bingo platforms, as well as continue to fund prizes.

MACKIE adds that the programming budget is used by all of the NUSU Executives and the increase is mainly provisional.

LOVEDAY asks what plans they have for the money and *MACKIE* refers *LOVEDAY* to the Social Committee. *MACCARTHY*, as the Chair of the Social Committee, responds that the Social Committee has prepared an entire calendar with events, activities and programs to justify and use the increased budget.

BETHUNE comments in favour of the revised budget, noting the useful blue highlights and appreciates the increase in revenue. He notes that he was wary of the change to honorariums but *MACKIE*'s explanation alleviated his concern. *MACKIE* acknowledges the Director of Finance's large part to play in the budget and its organization.

FERHATH asks for more clarification about the construction loan and how it will transition to a long-term loan. *MACKIE* identifies that the Corporation will be charged interest but will not need to pay the long-term loan back while construction is in progress. *FERHATH* and *MACKIE* continue to discuss the progress of the Student Centre, which *MACKIE* says has hit substantial completion.

FERHATH asks about the change to the revised budget in regards to the increase in Settlement. *MACKIE* clarifies that the Settlement funds go toward legal matters, such as slips and falls at the Student Centre. Also, *MACKIE* recognizes that the Settlement fund used to exist in the past and



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is being reinstated.

LOVEDAY, in opposition to the motion, repeats that the increase in budget for programming should not be increased until the Social Committee produces a report to outline how they plan to spend the fees that they requested the increase for.

*No noted abstentions.
LOVEDAY is opposed.
Motion carries.*

b. Elections Committee

MOTION: That the report from the Elections Committee dated February 8th, 2021 be received.

*Moved by MACKIE;
seconded by MACCARTHY.*

Discussion:

MACKIE brings forth the fact that, since elections have closed, the committee reverts to its structure before the election. *MACKIE* says that this means *BETHUNE*, who had stepped down, could return to the committee if *BETHUNE* chooses to do so.

MACKIE also recognizes that the Director and Senator elections are coming up and another meeting with the Elections Committee is in order. That said, *MACKIE* emphasizes that candidates for the upcoming election cannot sit on the Elections Committee.

BETHUNE informs *MACKIE*, as the current CRO of the Elections Committee, that *BETHUNE* will be running for re-election in the upcoming election so his return to the committee will be unproductive. As such, *MACKIE* notes that the committee will conduct a general call for members via email with *PRITCHARD* attached to the email chain.

FOSTER asks to step down from the DRO position in hopes that an exec will take over since two sit on the committee. *FOSTER* explains that they will stay a member of the committee. *MACKIE* accepts this proposal and nominates *MACCARTHY* to the position since *MACCARTHY* had already sat on the committee before.

MACKIE concludes that an email will be sent out to the Elections Committee members to confirm the above points and to ask if anyone else will need to step down in light of the upcoming election. The email will also ask for nominations to the DRO position.

LOVEDAY, in opposition to the Election Committee's report, claims that the election was unsuccessful and calls for the Directors, in particular those sitting on the Elections Committee, to re-evaluate the Elections policy and investigate why there are so few candidates running.



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*No noted abstentions.
No noted opposition.
Motion carries.*

c. Campaigns and Green Initiatives:

MOTION: That the report from the Campaigns And Green Initiatives Committee dated February 8th, 2021 be received.

*Moved by KING;
seconded by MACCARTHY.*

Discussion:

There is none.

*No noted abstentions.
No noted opposition.
Motion carries.*

9. Question Period

FOSTER brings to the attention of the Board a software barrier that third- and fourth-year Psychology students have been facing. *FOSTER* reports that the SPSF software that students are expected to use has been lagging due to the amount of people using it at the same time. *FOSTER* also reports that students are having trouble familiarizing themselves with the software or applying their learning to it. *FOSTER* proposes that the issue be discussed with the Dean of Arts and Sciences in hopes that the university could find a better solution to distributing the software to students in an online learning environment for the 2021/2022 academic year. *MACKIE* agrees. *BETHUNE* appreciates that the Executive Committee has met with a first-year student who is interested in banning lock-down browsers at Nipissing University. *MACKIE* acknowledges the issues with the lock-down browser as well as the challenges faced by faculty members in regards to transforming the evaluation processes. *MACKIE* will guide the student through the process of the proposal to ban lock-down browsers.



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PECOSKIE-SCHWEIR asks for an update on an issue from a previous Board meeting regarding faculty communication with Education students. *KING* reports that the Dean of Education and Professional Studies would investigate. *KING* says she will follow up with the Dean of Education and Professional Studies for an update.

FERHATH asks for an update on the establishment of an Oversight Committee that was discussed at a previous Board meeting. *MACKIE* clarifies that this suggestion still needs to be addressed with the Governance Committee, which has not had a chance to meet recently. In preliminary discussions, *MACKIE* says that the Governance Committee understood that the establishment of an Oversight Committee may not be the best solution to the problems at hand; those being the revision of Board policies, by-laws, and what is lacking there. *MACKIE* assures the Board that the next Governance Committee report will include an update on the proposal. *FERHATH* asks for an update on the approval process for the Terms of Reference as proposed by *BETHUNE*. When asked, *BETHUNE* confirms that he had shared the Terms of Reference with the Governance Committee via group chat but would be willing to share it via email. *FOSTER* says that the Terms of Reference are still in the approval process with the Governance Committee.

FERHATH asks for an update on the revision of the Board of Directors policy. *MACKIE* responds that the revision was proposed to the Governance Committee members, each of whom has been invited to bring notes regarding the revisions to the next Governance Committee meeting. *MACKIE* adds that the newly appointed Office Administrator has also investigated the policy.

BROWN-THIESEN leaves the call at 7:34 PM.

BROWN-THIESEN joins the call at 7:35 PM.

FERHATH asks for an update on the inclusion of international students in the Student Health Plan. *MACKIE* reports that they are still in discussions with the health plan provider about the issue. *MACKIE* added that NUSU is working in conjunction with CFS to advocate for international students to be covered by OHIP. *MACKIE* offers to keep *FERHATH* updated via private emails.

FERHATH asks whether or not the vpfinance@nusu.com email is still being maintained and, if so, by whom. *MACKIE* responds that the email is maintained by *MACKIE* on a regular basis and questions concerning U-File, for which the point of contact is normally the VP Finance and Administration, can be directed toward *MACKIE*, the Director of Communications, or the Office Administrator.

LOVEDAY asks for an update on the search for the Executives of the Corporation policy dated in 2016. *LOVEDAY* reiterates from a previous Board meeting that he would like the policy, once found, to be distributed to the Board of Directors. *MACKIE* reports that there is no clear indication that the policy to which *LOVEDAY* is referring has been approved at the Board level. Due to the ambiguity in regards to the by-laws and policies, *MACKIE* has proposed that the existing by-laws and policies be considered when revising them in the coming months. *MACKIE*



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resolves that this will lead to more condensed, relevant, and clear wording in the by-laws and policies. *MACKIE* says that the validity of the policy to which *LOVEDAY* is referring is unclear. *MACKIE* says there will be an effort to identify which policies have been ratified and either re-approve them at the Board level or condense them into other policies.

BETHUNE suggests that the Board, for the time-being, sees and approves the Executives of the Corporation policy dated in 2016. *MACKIE* reports that the policy is outdated and requires revision. *MACKIE* points out that the relevant parts of the Executives of the Corporation policy can be found in the Code of Conduct policy. *MACKIE* suggests that, instead of temporarily approving the Executives of the Corporation policy, it is condensed into another policy and is presented to the Board as such. *BETHUNE* agrees.

FERHATH suggests NUSU reinstates the VP Governance and Legal Services position, supported by *LOVEDAY* and *BETHUNE* in the Zoom chat. *FERHATH* proposes this as a solution to the turbulence in the by-laws and policies. *MACKIE* appreciates the suggestion but notes that, in *MACKIE*'s personal experience in that position two years prior, the role is better suited for a professional staff member rather than a student executive. *MACKIE* acknowledges that the newly appointed Office Administrator could play a part in resolving the issues surrounding the by-laws and policies.

10. Closed Session

MOTION: That meeting of the Board of Directors moves into closed session.

*Moved by FERHATH,
seconded by BROWN-THEISEN.*

Discussion:

There is none.

*No noted abstentions.
No noted opposition.
Motion carries.*

11. Recess

MOTION: That the Board of Directors recess from now until 7:51 pm

*Moved by MACKIE;
seconded by BETHUNE.*



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Discussion:

*No noted abstentions.
No noted opposition.
Motion carries.*

The meeting moved into closed-session at 7:49 PM.

9:37 PM – Meeting adjourned.

Sami Pritchard, CHAIR

Armaan Dattani, SECRETARY



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President's Report to the Board of Directors

Prepared by: Hannah Mackie
Monday February 8th, 2021

In this Report:

- Advocacy
- ORC Committee
- Miscellaneous
- Meetings and Committees
- Health Plan
- Finance
- To Come

Advocacy

Sarah, Mykayla and I have reviewed the survey from December, and Sarah did some amazing work organizing the data for sharing with folks. We will again share this information with the university.

I have recently been putting some advocacy effort to the policy around grading deadlines for final grades. In my time at NUSU we have had several complaints regarding professors/instructors being quite late in the return of final grades. There are many issues with this, including academic integrity and the ability for students to progress. I have been able to raise this with the academic administration, and will continue to work on the issue through the Senate.

Mykayla, Sarah, and I also met with a first year student who put together a very thoughtful presentation on the issues with Lockdown Browser. This was the student who started the petition around banning lockdown browser. We had a very thorough discussion, and came up with some collective action points to move forwards and hopefully have students concerns addressed. We were very open with the fact that any changes for this semester were unlikely.



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I had a great conversation with Dr. Kozuskanich (NUFA President) on these issues and suggested we come back to faculty councils. That is something Mykayla and I have discussed, and are hoping to do.

Through the Northern Caucus, I have decided to focus solely on the concept of creating a culture for Northern Education. At the next meeting of the caucus we will be discussing reviving a Northern Ontario Lobby Document, which has not been done since 2016, and doing some lobbying for northern education support (we're looking at the beginning of April). We will also be discussing and ideally planning a Spirit of the North Week for the week of March 22. Within the week, we are looking into a Trivia night for all students in the North, and a panel discussion discussing the facets of northern education. Those are the two active events we are considering, along with a few passive ones. I am excited to share more details as they come. Anyone interested in attending the caucus meetings is welcome to, just reach out to me if you are interested.

ORC Committee

The ORC committee met last week, where we discussed the concerns around the uncertainty of the stay home order and lockdown. We discussed the return dates and any issues that might arise. I spoke to timelines and how they could impact students. Specifically, if the restrictions extend to March, that any courses slated to go back on campus, provide an option for students to finish their course online. The concern is that it is a lot to expect a student to return with only one month left of classes, and might cause unnecessary travel at that point. _____

Miscellaneous

I would like to welcome Armaan Dattani to the team as our new Office Administrator. I have enjoyed spending time on his orientation this last week. He has already made such a huge impact in the office, and I am looking forward to the continued support he will provide.

Meetings and Committees

I have continued on the President Search Committee, which has been a great experience. I also begin again on the next search committee for the Dean of EPS.



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Organizing and doing the work for the two emergency board meetings has also consumed a fair amount of my time this month.

Our executive elections went well, and I am pleased to welcome Joseph Macintosh, Joseph Gangier, Emily Wilson and Sarah Pecoskie-Schwier. I will elaborate more on elections in the committee report.

I also engaged in another round of the board of governors and academic senate committees I sit on this month.

Health Plan

We have yet to hear from our provider about rate increases. We have reached out a few times, but have yet to hear back. While we are past December, the agreed upon deadline for changes, we will likely accept an incremental increase if put forward, so to avoid larger ones in the future.

We went through another round of opt-outs fairly successfully. Something not done or advised from last semester was the contact of unsuccessful applicants. These students often put incorrect information into the form, or miss pieces of the form. The provider has let us know they can provide us two weeks to contact the individuals to correct any mistakes.

Finance

The audit and finance committee met and reviewed the budget. I will be presenting it to you at the meeting and walk through the rationale for any changes we have made.

Currently we are meeting with Renee and the university to discuss the transfer of the trust fund (about 1.5 million) to NUSU. First, we need to revisit the lease agreement that outlines any parameters for us to follow, as the university is the guarantor for our loan. Also, as of this last week, we have switched from the construction loan to the long term loan, and have begun making payments. Also we are looking to see if we can expect anymore last minute invoices from the architect/GC.

To Come

Upcoming is the director/senator election, and our Semi-Annual General Meeting. This will be a point of focus for me for the rest of the semester, as well as executive transition.



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Vice-President Advocacy and Awareness' Report to the Board of Directors

Prepared by: Mykayla King

Friday, February 5th, 2020

January was a busy month of planning for campaigns for the remainder of my term. The report outlines what I have been working on in regards to Campaigns and Student Advocacy. It will also include Things to Come and Sarah's Report.

In this Report:

- Campaigns
- Student Advocacy
- Things to Come
- Sarah's Report

Campaigns

In January, we held a mental health campaign focusing on topics and issues that affect students. The topics we covered were; Burnout, Zoom Fatigue, Toxic Student Culture and Procrastination, Supports and Resources, and Studying, Mental Health and Music. This campaign was posted on both Instagram and Facebook during the week of January 18th to 22nd. The campaign's goal was to outline each topic, understand what it is, and provide resources and ways to combat it. Thanks to Sarah McGowan, who created the final day's graphic and the playlists shared with the students.

In January, I also created a form to be filled out after each campaign. This form is to evaluate how the campaign was executed, attended and perceived. This form aims to provide feedback for future campaigns, understand what went right and what went wrong, and assist with transitioning future VP A&A's and their campaign planning.

In February, I am hosting two campaigns; Sexual Health and Healthy Relationships. The sexual health campaign will be taking place on four Thursdays. The campaign will cover various topics such as; what is sexual health and its importance, sexual health with a partner, and STD's. The healthy relationships campaign will be taking place during the week of February 8th - 12th. This campaign aims to remind students that all relationships have standards and should be healthy, but also that the relationship with yourself is just as meaningful. This campaign will discuss different relationships that someone might have, such as; Family, Friends, Coworkers,



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Significant Others/Partners and Self. I have been working collaboratively with Stephanie Vernard, the SVPEC and her office to provide these campaign resources.

One of my December goals was to create a calendar with all the campaigns I would like to host and their set dates. I have created this calendar and reviewed it with the staff, executive committee and the campaigns committee to ensure that the campaigns and timing made sense and receive any feedback. I have been working closely with the campaigns committee to thoroughly work through these campaigns and have received great feedback and suggestions.

Student Advocacy

Since the last board of directors meeting, I have been busy finishing up the flowcharts to assist students with working through the policies of both appeals and petitions and assist the next VP A&A to understand the process to follow.

I have also helped students with academic advocacy, guiding them through the process and following the policies. The flowcharts I have created have been a great asset, as they provide a visual of how the process is to be followed.

Much like the previous months, I have been attending meetings for the committees I sit on. These committees include; Petition Executive, AAAPC, ACC and Academic Senate. I genuinely appreciate attending these meetings, as I always find I am learning something new that can benefit me and have been adding thoughts and concerns from a student perspective.

Things to Come

For February, a goal of mine is to get a lot of the campaigns completed and ready to be posted. The reasoning for this is to ensure that they will all be completed and I will have time to transition the new VP A&A effectively.

Since I have created the flowcharts for Appeals and Petitions, I will make a tip sheet for students and the next VP A&A to refer to when working through the process. The goal of this is to provide tips on working through the policies.

The next executive team's elections have now been completed, which means starting this month, I will begin transitioning Sarah Pecoskie-Schweir into the role. Congratulations to everyone who was elected in.

Sarah's Report

Committees:



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Young Professionals

I have had to step down from the Young Professionals Committee as the age limit is 30. There was a conversation about possibly changing the age limit so I had stayed on until it was decided. I will be looking to see if an Executive or Board member can sit on the committee next year.

Chamber of Commerce

We have welcomed a new staff member to the Chamber team. Donna has started as the new Director of Development, Policy and Communications. The Chamber is looking to see what more we can do to support local businesses, especially after this stay-at-home order.

Labour Market Group

The Labour Market Group held sessions to talk about the impact of COVID on businesses and employment. They are concerned about how it has especially affected student employment. We will be working with them to see what gaps can be filled and how we can get Yes Employment on board to help as well.

Office Administrator

We are excited that Armaan Dattani has taken the position of Office Administrator. His background of working in residence and recruitment will be a huge asset to the team.

Elections

The elections committee (Hannah, Charlotte, Aamil and Shannon) and I worked together to host the elections completely online. Obviously, there were a few bumps due to this being the first time that we have held them in this way but I think it has gone better than expected. Thank you Mercedes and Kieran for helping out with the debate.

In speaking to other student unions they also face a lack of engagement from students wanting to run as candidates. Bigger student unions have not had at least one candidate for each role so to me it is a success that we have been able to do so. However, we will still need to look at what we can improve upon for the Director/Senator elections and next year's executive elections.

Black History Month

I have been working with Taijon Graham from the Men's Basketball Team on a Black History Month initiative. We will be sharing a video every day (Mon to Fri) with information about influential Black Canadians. I put together the scripts, Taijon put together the videos and I



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added the closed captioning on each one. I would like to thank Tajon for all of his work on this project.

Future Projects

Each year I read the candidates platforms and listen to them at the debate. I have taken note of a few issues they have raised in a bid to see if we can mitigate these issues in the future.

Our student survey that was conducted in December has shown that long-distance students are unaware of what NUSU does for them. I am currently working on putting together ideas and ways that we can disseminate information to students a bit better.

I have a few ideas on where we can improve in our different departments over the next year. Obviously, this will be something that will take time but I think it will help us prioritize on what needs to get done.

We will look to conduct another survey at the end of the semester.

Vice-President Student Life's Report to the Board of Directors

Prepared By: Shannon MacCarthy

Friday, February 5th, 2021

Since coming back from the winter break, things have been incredibly busy for me and NUSU. I have been working non stop with Clubs and Societies, getting all of our events for the winter semester ready, beginning to think about Orientation, attending inter-office meetings and meetings with external groups, and of course the NUSU Executive Elections have taken place, so we have been working hard on our transition.

This Report:

- Clubs & Societies
 - Club Events
 - Meetings & Roundtable
 - Clubs Week
 - Club Hub
 - Elections
 - New Clubs & Societies
- Events
 - Among Us Game Night
 - NUSU General Trivia
 - NUSU & SDS Sexy Bingo
 - Graduate Student Trivia Night
 - Upcoming Events
- Food Bank
 - Donations
 - Student Usage
 - Warren Taking Over
- Miscellaneous
 - Meetings
 - Executive Candidate Debate
- Warren's Report
- Things to Come
 - Events
 - Clubs & Societies
 - Frosh Week / Orientation!!!!!!



Clubs & Societies

This month, Clubs and Societies have been incredibly busy both on their own and in collaboration with NUSU.

Club & Societies Events

This month, Clubs and Societies have been running several events that are all listed below. Each Club/Society event must be submitted to NUSU for review and approval, and as a reminder, Clubs and Societies are only permitted to run events online for the time being, no in-person events will be approved.

Club Events That Took Place

- Best Buddies: Christmas Baking
- NCCF: Coffee Time with Jesus
- Alpha Gamma Phi: Welcome Back & Chapter Meeting
- Alpha Phi Sigma: First Meeting of 2021
- Best Buddies: Trivia Night
- NCCF: Nacho Average Event
- NCCF: Women's Bible Study
- Jack.Org: Bell Let's Talk Zumba Event
- Relay for Life: Monthly Meeting
- Education Society: Trivia Night
- Math & Computer Science Club: Among Us Game Night
- Alpha Gamma Phi: Big Little Craft Night
- Alpha Gamma Phi: Chapter Meeting
- Alpha Gamma Phi: Zoom Yoga
- Nursing Society: Let's Talk Perinatal Nursing with Laura Peachy
- Geography Club: Kahoot Trivia
- NUPHES: Yoga Night
- Education Society: Concurrent Education Mixer

Upcoming Club Events

- NCCF: Coffee Time with Jesus
- NCCF: Women's Bible Study

- NUPHES: Zumba
- Alpha Gamma Phi: Sorority Playlist
- Alpha Gamma Phi: Virtual Galentine's Day
- NUPHES: Yoga
- Best Buddies: Paint Night
- Alpha Gamma Phi: Yoga with Ashley
- NUPHES: Zumba
- Alpha Gamma Phi: Jackbox Games
- Alpha Gamma Phi: Chapter Meeting
- Alpha Gamma Phi: Alumni Chat
- Best Buddies: Bingo Night
- Alpha Gamma Phi: Paddle Making
- Relay for Life: Virtual Relay for Life
- Alpha Gamma Phi: Virtual Zoom Workout

Club Meetings & Roundtable

This month I have organized two types of meetings with Clubs and Societies. First, I organized individual meetings with each Club and Society to talk about their group specifically. We are in the process of reworking the electoral process for all clubs and societies, and so a lot of meetings have been taking place to talk about each group's specific needs and wants when it comes to their elections.

Second, I organized another Roundtable meeting with the executives of the Clubs and Societies. This meeting is attended by all Clubs and Societies, and is meant to talk about information that is relevant to everyone, not just individual groups, as well as have open discussion. This meeting is taking place in the first week of January. We talked about the changes to elections, updates about events, talked about Clubs Week coming up, and had time for open discussion and questions. The meeting was well-attended, and as always, the groups asked a number of questions and were thoroughly engaged.

Clubs Week

Last week (January 25th-29th), we ran a virtual version of our Clubs Week. Every semester (typically within the first few weeks of classes) we organize a Clubs Week. This is a great time for Clubs and Societies to collect in the Nipissing Hallway and promote themselves and talk to interested students. This is the best way to recruit new members, promote their events to students, fundraise, and advertise their Executive elections happening.

This semester we had to host another virtual Clubs Week given the current pandemic, but it was very successful and the clubs reported getting great traction from the week. Our Clubs Week was an Instagram initiative. Each day, we posted 4-5 different Clubs or Societies. In those posts, we talked about the group in general (what they were, mission & vision statements, etc.) and how to get involved with the club, whether that be through general membership or Executive elections coming up. We also asked students to go to our Club Hub if they were looking for more information, contact information, social media accounts, events, etc.

Club Hub

This month I spent a lot of time editing the Club Hub website. A lot of feedback we received from Clubs and Societies was that it was a lot of responsibility they had to take on, managing their own Club pages. With this feedback, we changed the flow of the website. Now each group has their own webpage dedicated to their club with a description, list of executives, gallery, contact information, and more. Groups are finding it easier to just tell us what needs updating rather than doing it themselves, and students are finding it easier to get information immediately as opposed to requesting to join their group first. If any folks are interested in seeing the updated Club Hub, they can [HERE](#).

Club/Society Elections

As I mentioned above, we are in the process of changing the election process for all the NUSU Clubs and Societies. Over the years, we have found that a lot of groups are not running their election process in the way that is a) outlined in the Clubs Policy, and b) outlined in their Club/Society Constitution. With NUSU changing the electoral process, we are forcing groups to run a proper and fair election, but also unifying the process.

NUSU will be taking over elections (for the most part) from Clubs and Societies, and they will run in a similar fashion to NUSU Executive elections. There will be a nomination period where members of each group can nominate either themselves, or another member. All nominees will be asked to accept their nomination before moving forwards. Once all nominees are turned into candidates, a “campaign period” will begin. This doesn’t mean anything serious, but an opportunity for a) the club to post the candidates and what position they are running for and b) the candidates to promote themselves if they so choose. After that, voting will take place. All results will come directly to NUSU. When the voting period has closed, all results will be given directly to the current executive committee members of each Club and Society so they are able to announce next year’s Executive Committee.

New Clubs/Societies

For the month of January, we had (excitingly) two new groups formed as NUSU Clubs; Nipissing University Black Association for Student Expression (NUBASE) and Scholar Practitioner Program: Social Justice Group. As I write this (Monday), NUBASE has been approved and are good to go and promote themselves and operate as any other Club would. The Scholar Practitioner Program is in the process of rewriting their Constitution with our suggested edits, from where we will send that to Casey for review. Once their constitution is completed, they are approved and good to go as well.

Events

Among Us Game Night

The first week of classes, NUSU hosted an Among Us Game Night. It was very well-received and attended, with over 25 students registering. When we were originally planning to have one video call with a NUSU Executive and 9 participants to play the game, that quickly turned into three video calls hosted by myself, Hannah, and Mykayla with students playing the game. We got really great feedback from students, expressing their appreciation for the event, and hope to see more. This led us to discussions about creating a Discord server for NUSU events and things like Among Us, which Mykayla has been working really hard on.

NUSU General Trivia

In the first week of classes, we also hosted a General Trivia event. This event was open to all Nipissing University students, and they were able to register in teams of 3-6 players. This event was also very popular and well-received by students, seeing registration higher than we had in the past for our virtual trivia nights. We had about 10 teams register to join that night, and everyone seemed to be enjoying themselves. We have been using the platform [Crowdpurr](#) to host all of our virtual trivia events, and after some trial and error, I think I finally fully understand the platform (well, to the best of my ability).

NUSU & SDS Sexy Bingo Collaboration

The last event we did during the first week back for students was a collaborative event with the Sexual Violence Prevention & Education Team (Consent Belongs Here Team) in the SDS office, Sexy Bingo. Allyn Whitehead and I hosted the event, and Stephanie Venard was able to track winners as we hosted. We played 5 rounds of Bingo, with two winners per round. Each

winner had the choice of a Pink Cherry gift card, or Amazon gift card. Again, this event seemed to be received very well from students, with just shy of 100 students registering, and 76 students participating. We have been using [BingoMaker](#) to host our Bingo events virtually, and this is probably the best virtual option for Bingo games.

Graduate Student Trivia

I hosted a Trivia Night for the Nipissing University Graduate students before Clubs Week, and it was not very well attended, but the students on the two teams who did register and attend enjoyed the event. We will be hosting more Grad student events in the future.

Upcoming Events

I have a ton of events that we are planning for the remainder of the WI Semester that I have planned in collaboration with the Social Committee, NUSU Staff and Executives, and external groups, like the Student Development and Services department.

I have created a [WI Events Calendar](#), but I will quickly outline the things we are in conversations about doing.

Month of February

- Meet a Friend Compatibility Test
- Sexy Positivity Week
 - Dirty Bingo
 - Sexy Trivia
 - Goosechase
- Student Study Sessions
- Wellness Wishes
- Among Us Game Night

Month of March

- Tik Tok Song Bracket Challenge
- Home Tik Tok Challenge
- Student Art Showcase
- Fandom Trivia Night
- Wellness Week
 - Goosechase
 - Paint Night



- Morning Yoga
- More Events To Be Determined
- Northern Week
- Drag Show
- NU Small Business Showcase

Month of April

- Act Like a Kid Week
 - Photo Contest
 - Crafting Night
 - Disney Themed Trivia
- Wellness Wishes

Food Bank

I have been in the Food Bank every Wednesday from 8:30-4:30 so students are able to access the Food Bank still during the pandemic.

Donations

We have already received a number of donations from students living in Chancellors House. Michelle Banks is also organizing another food bank donation drive for faculty and staff at Nipissing University to donate to our food bank again at some point towards the end of February. Thank you to everyone who is able to donate to our student food bank and help us continue operations.

Student Use

Students who use the food bank are typically students we see consistently week to week, but as we have been advertising the food bank more to students at Nipissing through our social media channels, there have been a large number of students utilizing the food bank over the last two weeks. Last Wednesday (January 27th) we had about 3x more students than normal, which was great to see so many students getting use of our food bank.

Warren Taking Over

Warren and I have switched when it comes to who is running the food bank every Wednesday by semester so far; and we have just switched to Warren running the food bank

every Wednesday from now, until the end of the semester as of Wednesday, February 3rd.

Miscellaneous

There were a lot of things that took place this month that do not necessarily fall under one of these categories, therefore I am including them in a “Miscellaneous” category of my Board Report.

Meetings

A number of meetings took place this month to talk about plans for the upcoming month, to check-in with staff and executives, to create plans and action points, etc. Below are *some* of the meetings I was a part of this month.

- Weekly Executive Meetings
- Check-In Meetings with Hannah to talk about performance and updates
- Weekly Staff Meetings
- Collaboration Meetings with Communications Department (Mykayla)
- Sexy Bingo Meetings with SVPEC
- Multiple Events Meetings
- Social Committee Meeting
- Club & Society Meetings
- Elections Committee Meetings
- All-Candidates Meeting
- Board of Directors Meetings
- Food Pantry Roundtable Webinar
- COCA Roundtable RE: AGM's & Elections
- Building Meeting
- Roundtable Events

NUSU Executive Candidate Debate

As folks hopefully know, we had our Executive Candidate Debate last Thursday, where the electoral candidates had a chance to speak to their platform, answer general and job-specific questions, and answer questions from Nipissing students. It was a pleasure to be able to see all of the candidates at the event, and I am looking forward to working with next year's team.

Warren's Report

December

- Met with Coke reps to discuss install and vending machines
- Met with New Ontario regarding glycol system for beer lines
- Attended Audit & Finance Committee meeting
- Met with the Social Committee to discuss 12 days event/giveaway
- Attended Campaigns Committee meeting
- Met with NU I.T. department to discuss wireless issues and timeline to get online
 - They will be setting up temp wifi so I can complete A/V system commissioning
 - The A/V consultants will be commissioning the system over Zoom
- Coordinated the assembly of 30 tables through Office Central
- Met with Cale rep to troubleshoot parking meter
 - A new battery is being sent/installed
- Attended building meeting
 - Reached out to Ecolab rep for kitchen cleaning products tied to equipment (dishwashers)
 - Received training on kitchen equipment (Fryers, grill, flat-top, appliances, shut-off locations)
 - Setup Mira on our Enbridge online account
 - Ordered and received key box
 - Sent email follow up to Kennedy Insurance requesting an update on coverage (Second email)
 - Received quote on floor mats (Waiting on approval)
 - Met with A/V consultants to discuss issues with the system to be addressed before commissioning
 - Positioned furniture in study rooms and on 2nd floor hallway
 - Scheduled date for Teknion rep to come repair outstanding sofa issue (Wrong color sent in study room)
 - Nightclub & Restaurant floor finishing is ongoing
 - We are still waiting on the delivery of some exterior wood for soffits in the courtyard but the lumber mill in BC is still shut down due to COVID. This may be work that gets completed in the spring.
 - I've completed the first deficiency walkthrough list and will do another walkthrough in the next 2 weeks to ensure the repairs are complete.

- New battery has been installed in the Parking Meter and it is operational - **We will need to figure out how the cost sharing will work and if we need Canadore monitoring the lot and emptying cash from the machines.**
- Purchased oil shortening for deep fryers (4x16L) and started up and tested all gas equipment - **Once we begin using the fryers we will need to order a grease refuse bin from Miller Waste.**
- Met with Sarah and 9 Lives designs to discuss logo designs
- Attended Student Centre services proposal meeting with Hannah, Mira, Dave & Renee - **We're moving forward with snow removal as quoted and are waiting on updated quotes for the other services**
- I will be walking through with security and facilities prior to our holiday closure to create a contact list for emergencies and identify areas to be inspected over the break
- Browns Moving moved our office Dec 4th with coordination from Sarah and I
- Teknion returned with replacement furniture pieces and couch alterations - All pieces of their order are now complete
- Met with the OA hiring committee to review hiring process and job description
- Had an initial A/V systems test - Commissioning scheduled for Dec 11th
- Met with Ecolab Rep on site and I am waiting for a quote
- Spoke with Peter from Kennedy Insurance. **The building and contents have been added to the main NU property policy. I did not make this request.** It may be saving us money in the interim, but I would much rather have our own coverage.
- We still need to figure out how we would like our parking lot to operate.
 - Will we be offering 1H free parking to restaurant patrons?
 - Do we need an agreement with Security for enforcement and cost sharing?
 - Will there be staff parking?
- Dave and I had a meeting with Security on Thursday Dec, 17th to hand over the FOB and to discuss daily monitoring checks during the holiday closure
- Met with the OA hiring committee to review hiring process and job description
- Completed A/V system commissioning, the main issue is the video wall, they are having trouble integrating it into the new system.
- Our old office is mostly empty, there is some cleaning and a few small items still to move over.
- I sent the final amount which we should be reimbursed to Kenalex for NB Hydro bills during the construction period.
- **Office closed from December 17th - January 6th.**

January

- Out of office - January 6th - 19th - Used 5 days of TIL and 5 vacation days.
- Returned from Vacation Jan 20th, got caught up on emails and I am self isolating for 2 weeks. I'm able to be back on the building site Feb 1st.
- Met with Dave.N and Sarah about Bar and Restaurant logos.
- Sat on the hiring committee - We selected **Armaan Dattani**. He starts work Feb 1st.
- Met with University re: Student Centre - They still have not provided a detailed service agreement or contract.
- Attended building meeting with Architect remotely - I will be back on site next week and can provide a more detailed update in the next report.
- Recorded educational videos for Black History Month.

Things to Come

While it is good to know what I have done, I know you are happy and eager to know what is to come for the next Board of Directors meeting. Below are some things that will likely be talked about in my next Board Report.

- Clubs & Societies
 - Club Events
 - Election Updates
- Events
- Orientation
 - Applications
 - Interviews
 - Meetings
 - Theme
 - Dates
- Transition!
- Miscellaneous
- Warren's Report