



**Amended Board of Directors Meeting Minutes – Nipissing University Student Union**  
 Tuesday, October 24th, 2017 – 8:30 p.m.  
 F303, Nipissing University

**Approved at November 21, 2017 Board of Director Meeting**

Call to Order – 9:00 p.m. – Chairperson Tyrel Somerville, Vice-President of Communications called the Board of Directors meeting to order.

**1. ATTENDANCE**

President:	Sydney Lamorea	Absent
VP Governance & Legal Affairs:	Cooper Allen	Present
VP Finance:	Shane Dunstall	Present
VP Services:	J'aime Brunet	Present
VP Communications:	Tyrel Somerville	Present
Director-at-Large:	Jasmin Beal	Present (Skype)
Director-at-Large:	Connor Cobean	Present
Director-at-Large:	Rebecca Dubeau	Present
Director-at-Large:	Daniel Goulard	Present
Director-at-Large:	Courtney Ivany	Present
Director-at-Large:	Allison MacNeil	Present
Director-at-Large:	Eric Marrast	Present
Director-at-Large:	Ray Mulville	Present
Director-at-Large:	Melissa Richardson	Present
Canadian Federation of Students	Sami Pritchard	Guest
Canadian Federation of Student	Corey Grist	Guest

CHAIR/SPEAKER: Tyrel Somerville – Vice-President of Communications

RECORDED BY: Cooper Allen – Board Secretary

Chair said that quorum has been reached.

**2. WELCOME**

Chairperson welcomes new Board of Directors, Courtney IVANY and Allison MacNEIL to their first meeting.

### **3. ADOPTION OF AGENDA**

**MOTION #96: Be it resolved that the Board of Directors Meeting Agenda for the October 24<sup>th</sup>, 2017 meeting be adopted as amended.**

Moved By: COBEAN

Seconded By: BRUNET

SOMERVILLE makes friendly amendment to include CFS presentation and Spirit of the North Conference Report at the beginning of the meeting.

ALLEN notes friendly amendment to be made to Approval of Minutes to change the date in each Motion and reflect corresponding meeting dates.

ALLEN asks that under Business Arising from the Minutes, Elections for Elections Committee be moved until after the committee reports.

**MOTION CARRIED**

### **4. CANADIAN FEDERATION OF STUDENTS (CFS) PRESENTATION** **by Sami Pritchard and Corey Grist**

See Attached (Appendix A)

Sami Pritchard is the National Executive Representative through the Canadian Federation of Students. Corey Grist is a staff member at the Canadian Federation of Students in Ottawa. Sami & Corey are going to explain what the CFS does for NUSU and our students. The Power Point of the presentation will be circulated to all members.

#### Discussion:

MARRAST: How has the Ontario College strike affected you?

PRITCHARD: The strike has affected the college students who are apart of CFS. Students are really asking for colleges to get back to the table and continue negotiations. Student organizations want to get students back in the classroom. Other questions are about financial needs and not losing their semester and tuition.

BRUNET: Is Canadore a part of CFS? PRITCHARD: No they are not.

BRUNET: You mentioned there are services that help with design for projects. Is that other projects than just the calendar? GRIST: CFS helps with the design when it's going on a product that CFS is networked with. He would be willing to chat if there is something specific BRUNET is thinking of.

SOMERVILLE: You mentioned that CFS supported the Federal election over the last several years. Are you doing the same thing with the Provincial election coming up? How can you support NUSU with that?

PRITCHARD: Currently, the Provincial office is in the process of coming up with material to help promote that. CFS is also willing to attend campuses to help with election and get students registered to vote. They explain to students the importance of voting and registering. They also bring this into the Raising the Fees Campaign.

SOMERVILLE: With the Sexual Violence Climate Survey coming up, its mandated that

each University has specific questions tailored to their students on campus. Is there anything CFS is doing to make sure it's the student voices being heard and not the administration?

PRITCHARD: The Campus Climate Survey is a survey that was asked to have from students. It deals with sexual violence on campuses. Recognizing that we don't have any provincial or Canadian data on the statistics, and we are often using American data. The survey was created to obtain Canadian campus statistics. The CFS has played an huge role in creating the questions on the survey and making sure all students voices are spoken for. The survey will hopefully be going out in February.

Presentation ends.

**MOTION#97: To take a five minutes recess.**

Moved By: COBEAN  
Seconded: MACNEIL

**MOTION CARRIED**

\*\*\* BREAK \*\*\*

## **5. SPIRIT OF NORTH CONFERENCE REPORT**

The Spirit of the North Conference was held by CFS on from October 20<sup>th</sup> to 22<sup>nd</sup>, 2017, in Sudbury, Ontario. Allison MACNEIL, Daniel GOULARD, and Tyrel SOMERVILLE attended the conference from Nipissing University.

MACNEIL explains that the conference was a small and welcoming one. The workshops discussed a lot of problems and issues that Northern schools face. Some of the major problems that were discussed which affects Nipissing were mental health, transit system, and understanding indigenous students. There were some ideas that came up at round table discussions that could be implemented or considered here at Nipissing. It was nice talking with other Unions and realizing that there are other people and places to discuss issues with rather than just our Board. See that there's other options out there for student unions.

GOULARD says that Northern schools are a lot more isolated and deal with different issues than metropolitan schools. There were a lot of topics covered that address Northern schools which aren't usually looked at. Such as transportation, example the train. There is no train for students in the North. It doesn't affect southern unions so they wouldn't discuss or talk about that.

SOMERVILLE states some transportation statistics (do not quote him): Go Transit taxpayers pay approximately \$150 per person and 30-40 cents goes towards transportation in the North. There is a huge disproportion between funding for transportation in the north compared to the south, despite the north having very severe transportation issues getting between cities.

SOMERVILLE explains the layout and day to day schedule of the conference. There is a lot of networking that occurs over the conference. It was very interesting to learn about how much having a train system into North Bay could affect Nipissing. Northern schools have a higher rate of mental illnesses among students and need additional mental health resources but the funding is not there to support students. The conference closed with a local round table. This conference is highly recommended to executives and board members for next year as it is a much smaller conference that addresses issues that northern schools deals with.

SOMERVILLE will follow-up with a detailed report that he will send out to all board members.

Discussion:

COOPER: Did Laurentian reach out to CFS during their strike? What was CFS's involvement or how did they deal with it?

PRITCHARD: Yes. There are five different student unions at Laurentian, including the Barrie campus. The unions were involved in various different discussions with faculty and administration. They reached out to CFS for media support such as being guided and reviewing key points. How to navigate students through the strike without losing services for students.

## **6. ADOPTION OF MINUTES**

### **a) Approval of July 25, 2017, Board of Directors Meeting Minutes**

DUBEAU would like to amend the Minutes under 4.a. Green Initiatives removing "DUBEAU feels if there is advertising, there should also be a formal letter sent to the applicant chosen to sit on the Committee." and inserting "DUBEAU feels if there is advertising, to reach out to the bio society as a whole in the form of a formal letter."

**MOTION#98: Be it resolved that the Board of Directors Meeting Minutes for July 25, 2017 be adopted as amended.**

Moved By: ALLEN

Seconded By: COBEAN

**MOTION CARRIED.**

Abstained: BEAL, IVANY, MACNEIL, MARRAST, and MULVILLE.

### **b) Approval of August 23, 2017 Board of Director Meeting Minutes**

**MOTION#99: Be it resolved that the Board of Director Meeting Minutes for August 23, 2017 be adopted.**

Moved by: ALLEN

Seconded by: COBEAN

**MOTION CARRIED.**

Abstained: IVANY, RICHARDSON, DUBEAU, MULVILLE, BEAL, and MACNEIL.

c) Approval of September 26, 2017 Board of Director Meeting Minutes

**MOTION#100: Be it resolved that the Board of Director Meeting Minutes for September 26, 2017 be adopted as amended.**

Moved by: ALLEN

Seconded by: COBEAN

**MOTION CARRIED.**

Abstained: IVANY, DUBEAU, and MACNEIL.

Discussion:

BEAL would like to note that the minutes from the September meeting and the materials for the October Board of Director meeting were not sent to the Directors in the time stipulated which did not leave the Directors time to review the material.

**7. BUSINESS ARISING FROM MINUTES**

a) Elections for Campaigns Committee

NOMINATIONS:

RICHARDSON nominates IVANY. IVANY declines.

ALLEN nominates MACNEIL. MACNEIL accepts.

**MOTION #101: Be it resolved that Allison MACNEIL will be the final voting member on the NUSU Cares Committee for the 2017-2018 year.**

Moved By: GOULARD

Seconded By: COBEAN

**MOTION CARRIED.**

**8. EXECUTIVE REPORTS**

a) REPORT FROM THE PRESIDENT

See attached (Appendix B)

**MOTION #102: That the Board receive the report from the President dated October 24, 2017.**

Moved By: MARRAST  
Seconded By: COBEAN

**MOTION CARRIED.**

Abstained: BEAL, ALLEN, DUNSTALL, GOULARD.

Discussion:

LAMOREA absent and unable to summarize her report.

BRUNET asks what LAMOREA is referring to in the first paragraph “Nipissing dungeon archives”? BRUNET would like the word “dungeon” changed to what LAMOREA is referring to (ie: basement). BRUNET would also like more detail in the report rather than just point form.

b) REPORT FROM VICE-PRESIDENT GOVERNANCE & LEGAL AFFAIRS

See attached (Appendix C)

**MOTION #103: That the Board receive the report from the Vice-President Governance and Legal Affairs dated October 24th, 2017.**

Moved By: MARRAST  
Seconded By: COBEAN

**MOTION CARRIED.**

Abstained: DUNSTALL

Discussion:

BEAL is interested in the Mental Health First Aid.

DUBEAU recommends an appointed Board member to liason between NUSU and NU Athletics annually.

DUBEAU also asks ALLEN about attending the Ontario Universities Fair and in what capacity, as a student of Nipissing or as Vice-President of Governance & Legal Affairs. ALLEN responds “a bit of both”. That is why ALLEN didn’t request time in lieu for attending. He feels he was invited not in his capacity as a NUSU Executive, although other execs wanted NUSU represented there. When speaking to students, it wasn’t about politics, it was more about being a student at Nipissing. ALLEN liked being able to speak to students and be a familiar face if they do decide to attend Nipissing.

ALLEN points out dates for the Directors to recognize Lakers Hockey Breaks The Ice On Mental Health is November 18<sup>th</sup>. November 19<sup>th</sup> is the Santa Clause Parade. We’re having member of NUSU and Athletics march in the parade. If you want to join tell ALLEN or BRUNET.

c) REPORT FROM VICE-PRESIDENT FINANCE

**MOTION #104: That the Board receive the report from the Vice-President Finance dated October 24th, 2017.**

**MOTION #105: That the Board not consider Motion #104 on the October 24, 2017 Agenda.**

ALLEN objects to the consideration of this motion. Recounts discussion from last Board meeting about DUNSTALL being out of office for two weeks in October and therefore not having to submit an official report.

**MOTION CARRIED UNANIMOUSLY.**

d) REPORT FROM VICE-PRESIDENT SERVICES

See attached (Appendix D)

**MOTION 106#: That the Board receive the report from the Vice-President Services dated October 24th, 2017.**

Moved By: MARRAST

Seconded By: COBEAN

**MOTION CARRIED. DUNSTALL abstains.**

Discussion:

DUBEAU for Halloween Haunt and movie night updates. BRUNET offers to send a report on Halloween Haunt to anyone who wants to see it. There was an incident with a student who had to go home but other than that was a successful event Movie night was a small turnout and the people who did go enjoyed it.

BEAL how many Halloween Haunt tickets were sold? BRUNET informs 23 tickets. MARRAST what movies were shown? Halloween Town 2 and It.

MULVILLE for Halloween Haunt did we cover our costs? BRUNET had 1 bus and only filled half the seats. ALLEN notes the event lost \$850.

MACNEIL asks if the NUSU Crew has been finalized or set because she hasn't seen any advertising on it. BRUNET had tried to advertise it. She had a lot of sign-ups at the start, approximately 25-30 people. BRUNET realized that their emails were incorrect and didn't have a way to reach the volunteers. NUSU Crew has 10 invested members at the moment.

MACNEIL in regard to the small turnout for Halloween Haunt, does BRUNET think it was because of cost? BRUNET explained it was only a \$5 increase from last year and it was not the expense of a coach bus. BRUNET says it was because the event planning started late and there was not enough advertising.

MARRAST is there going to be a play station put in the student lounge? BRUNET has a Wii in her car for the student lounge that needs to be set-up.

MARRAST is going to help set-up the Wii.

SOMERVILLE missed the SIF deadline to apply for funding to get a game console.

e) REPORT FROM THE VICE-PRESIDENT COMMUNICATIONS

See attached (Appendix E)

**MOTION 107#: That the Board receive the amended report from the Vice-President Communications dated October 24th, 2017.**

Moved By: MARRAST  
Seconded By: GOULARD

**MOTION CARRIED.**

Abstained: ALLEN and DUNSTALL

Discussion:

SOMERVILLE shares that his report is more brief than he would have liked. His next report will be more detailed.

MARRAST for students that opted out of the Health Plan, have they received their funds yet? SOMERVILLE informs the opt out date was October 6<sup>th</sup>, 2017 and ACL takes approximately 3-4 weeks to issue direct deposit refunds back to students from then. If the students refund bounces back because of incorrect information, it will take much longer for them to receive their refunds. Some students wanted to opt out after the opt out date and SOMERVILLE is working with those students to figure out a fair way to appease them while respecting the students who opted out properly on time. Students are able to look at their individual accounts on the We Speak website themselves to see the status.

IVANY pointed out that MACNEIL's name is spelled incorrectly under the CFS section of SOMERVILLE's report. SOMERVILLE will correct the spelling of MACNEIL's name.

ALLEN can you elaborate on what CFS working group is? In May, SOMERVILLE met with the Ontario Executive Council, which he sits on as the primary CFS liaison. The working group is to discuss proper voting procedures and third-party voting procedures for unions that want to defederate and have fair/confidential voting practices. SOMERVILLE sat on the council because there was talk at NUSU at the beginning of the year about if NUSU wanted to defederate how would we go about it.

**9. QUESTION PERIOD**

BEAL – LAMOREA said that meeting for the MOU was pushed last minutes to this week. Has that meeting happened? If it hasn't, when is it happening? BRUNET said the meeting was scheduled for today, October 24, 2017, but LAMOREA was off sick. MULVILLE was speaking to Warren Lindsay, who was speaking to facilities and both sides need to get their things in order so that it just isn't one side bringing the other side to the table.

ALLEN asks the Directors if they understand the severity of the MOU issue? MULVILLE explains that NUSU could get kicked out of its' current space and there's liability issues with no MOU in place.

ALLEN explains that the MOU has been prepared since May. It just needed to be reviewed by lawyers and signed. It was taken out of his hands from the beginning. It is now October and he is getting blamed for it not being completed.



## **10. BUILDING PROJECT UPDATE**

ALLEN provides the Board with an update.

NUSU met with the University again last week and it was a similar story as previously. They haven't heard back from their lawyers, etc. ALLEN raised the point that there isn't any more time to waste. We won't meet our timeline goals only meeting in two week intervals. ALLEN wants to get NUSU brass and Nipissing University brass with all lawyers together in one room at the same time to finalize the Agreement. That caught everyone off guard and they didn't seem to fond of the idea. Dave Drenth did say if that's what we'll have to do, then that's what well have to do. LAMOREA was opposed to it as well as Ursula, Nipissing University's finance department wasn't either. There doesn't seem to be any sense of urgency on this project. There was no furthering the Joint Venture and Lease Agreement.

Financing closes tomorrow, so we'll hear back from KPMG if we've received any proposals to receive a loan. Several banks were waiting on the Joint Venture and Lease Agreement, so hopefully we'll receive some loan offers from the banks.

NUSU did find out that if we pay for and pick-up the building permit by November 30, 2017, it gives us a six month window to begin construction. We may have to pay for the permit out of pocket but we could begin construction prior to April 30, 2018.

ALLEN is meeting with John D'Agostino, NUSU lawyer tomorrow, October 25, 2017 to finalize what NUSU would like on the Joint Venture Agreement.

## **11. COMMITTEE REPORTS**

### **a) Audit & Finance Committee**

No update.

### **b) Elections Committee**

ALLEN gives the Board an update.

The Elections Committee met last week on October 17<sup>th</sup>, 2017 to discuss some of the issues from the Director/Senator bi-elections and also look forward to the Executive elections coming up in January. It was noted that it needs to be more clearly explained what the difference is between a "no" vote and a "spoil". There were a lot of students who did not understand between the two. ALLEN would like explanations of "no" and "spoil" votes right on ballots when students are voting as well as how the votes are counted. ALLEN asks the Board their thoughts on having "abstain" on ballots versus "spoil", or both. GOULARD explains that "abstain" says you might not as well have voted – but "spoil" shows you are interested and took the time to vote but do not like any of your choices. There is various discussion about NUSU voting system with emails, its effectiveness and how it affects students. BRUNET wants to remind students about voting in

various other ways rather than email. ALLEN mentions that some changes will be made to the elections package and asks if those will need to be approved by the Board? The Board agrees that all changes will need to be approved through the Board.

SOMERVILLE asks the Board's thoughts on allowing two candidates to endorse each other without running on a slate. Currently a candidate is not allowed to endorse another. There is discussion among the members. MULVILLE suggests it could appear suspicious on behalf of NUSU such as two Frosh Leaders running together etc.

ALLEN will be working closely with the communications department to ensure advertising is done earlier this year so that students have the winter break to determine whether or not they would be interested in running. ALLEN is considering holding information sessions for students considering running for a position. Encourages Board members to come forward (outside of this meeting) with ideas surrounding how to communicate more effectively with the student body.

SOMERVILLE feels that there should be more guidelines or policies put in place and the current ones reviewed with regard to if a current executive member wants to run for another year. MULVILLE would like to look into the details further with the Elections Committee. The Elections Committee will look into it and bring any decisions or ideas to the Board. ALLEN is open to anyone's ideas or suggestions.

The current elections committee is comprised of GOULARD, RICHARDSON, SOMERVILLE and ALLEN. All four members have expressed interest in running for an executive position for the upcoming year. Any decision made by the committee may be seen as a conflict of interest. If they do run for a position, they would have to vacate the spot on the elections committee, which may leave the committee empty. ALLEN wanted to bring that to everyone's attention prior to electing another person to the elections committee.

MULVILLE wants the elections committee to determine an alternate solution if all election committee members run and present it to the board. BRUNET suggests that NUSU look into what other Unions do.

**NOMINATIONS:**

COBEAN nominates IVANY. IVANY accepts.

**MOTION #108: Be it resolved that Courtney IVANY will be the final voting member on the Elections Committee for the 2017-2018 year.**

**Moved By: RICHARDSON**

**Seconded By: COBEAN**

**MOTION CARRIED.**

Abstained: IVANY.

c) Executive Committee

No report.

d) Governance Committee

ALLEN says the committee has not met as a whole since the last board meeting. ALLEN and SOMERVILLE sat down with Jen Gordon for the annual review of the Sexual Violence Intervention and Response Policy. There is a lot of work to be done with the policy. The policy could potentially be split into two or three policies.

SOMERVILLE says they are looking at striking a focus group to review the policy and have some voices heard. They will use CFS for some resources. From speaking with Jen Gordon, it appears as though they might strike the entire thing. There was a couple points she was okay with.

ALLEN shared the content seems acceptable, it is more the wording of the policy.

SOMERVILLE we want to make sure that our policy mirror the University's Sexual Violence Policy. Jenn Gordon took a new position as an Intervention Specialist, and the University will fill her position as a Sexual Violence Coordinator. Currently she is filling both positions until the Coordinator position is filled.

e) Green Initiatives Committee

BRUNET provides the Board with an update.

The Green Initiatives Committee met yesterday, October 23, 2017. They are thinking of doing a Green Initiatives Week in second semester in March. For now they are each doing their own research for the event and activities they will be doing. They are figuring out places in the school that need recycling bins and will be bringing that to facilities to make that happen.

MULVILLE says last year facilities declined their recycling program. They didn't want to collect it.

BRUNET when NUSU met with facilities in the summer, they mentioned recycling bins and they didn't seem to have a problem with it.

f) NUSU Cares Committee

SOMERVILLE provides the board with an update.

THE NUSU Cares Committee has met twice since the last board meeting, and another one on Monday. They started planning the Movember campaigns as well as enhancing the Wellness Wednesday events. For Movember, the committee are planning to have one larger event each week. The committee is joining with the Geography Club to potentially have a moustache and

margarita night at the end of the month, and another pub night at the start of the month. They want to have a before and after photo booth with several ongoing ideas.

They have talked about smaller campaigns to have through social media such as self-examinations don't have to be scary. October is breast cancer month and November is testicular cancer month. There are several other small campaigns such as wellness wishes leading up to Christmas.

GOULARD is the Vice-Chair of the committee. SOMERVILLE has formally invited the geography club to attend the next meeting. If you know anyone who would like to join the committee they are welcome to.

#### Discussion:

MULVILLE worked with geography club last year and they took a portion of the funds rather than donate it to Movember. BRUNET spoke to Nicolai and all the funds will be going to Movember this year. Even the funds from their bbq.

ALLEN comments that it is almost the end of October and he has not seen any breast cancer campaigns. SOMERVILLE responds that there was a lot of posts on social media. He will try to get instructions to sign up for Movember campaign out by the end of the week.

#### g) Shine Committee

BRUNET provides an update.

Shine Committee met a couple of weeks ago. The committee discussed The Shine Gala. All invitations have been sent out for that. IVANY has been working really hard at getting donations for the silent auction. There have been some really cool ones donated. The Shine Gala will be November 17, 2017 at the Grande Banquet Centre. There will be a silent auction, live music, food. They did a recap of Shine Day.

MULVILLE asks if all the invitations were sent out as he heard Warren Lindsay asking the guy from the Escape Movement if he had received one? BRUNET explains the issue with google mail and sending out invitation and donation letters so that they don't get marked as spam.

ALLEN asks who was invited? BRUNET says everyone and explains there's a list online for who got sent an invitation or letter for donation.

#### h) Social Committee

No report.

## **12. NEW BUSINESS**

GOULARD has new business arising from residence. At the CFS conference other unions shared a warm weather donation for international students. GOULARD has had people approach him in residence with the idea. What it is for the coming winter months, people donate used winter coats and they get donated to people in need.

### **a) Warm Weather Donation Bank**

BRUNET shares that last year NUSU did 12 Days of Giving. Each day is themed for donations towards a different not-for-profit organization throughout the community. The organizations provide lists of things that they need and one of them asked for warm things to wear.

GOULARD means to donate to students. BRUNET suggests one of the 12 days to be donations for students and incorporate it that way.

COBEAN suggests speaking to Shira from residence who did a warm clothing exchange last year in Chancellors.

GOULARD also suggests doing a food drive in the residences. MULVILLE asks if it is for students for the community. He wants to make sure that there are not several drives occurring asking for donations from the students. SOMERVILLE suggests GOULARD bring this up during the NUSU Care Committee meetings.

ALLEN suggests to other Board members to reach out to students for their ideas and opinions. It is your responsibility as a Board member to represent all students. He appreciates GOULARD bringing this student ideas and suggestions forward.

ALLEN asks if the Board can adjourn prior to going into closed session so that people may leave. SOMERVILLE responds that is not possible and it is not proper practice.

## **13. CLOSED SESSION**

**MOTION #109: Be it resolved that the Board of Directors moves into a closed session.**

Moved by: COBEAN

Second by: MACNEIL

**MOTION CARRIED.**

Abstained: GOULARD and ALLEN.

Closed begins at 11:39p.m.

## **14. ADJOURNMENT**

**MOTION#110: Be it resolved to adjourn the October 24th, 2017 Board of Directors Meeting.**

Moved by: COBEAN  
Seconded by: MACNEIL  
**MOTION CARRIED.**

Abstained: MULVILLE and ALLEN.

Meeting Adjourned at 12:39 a.m. on October 25<sup>th</sup>, 2017.

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TYREL SOMERVILLE, CHAIR

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COOPER ALLEN, SECRETARY



## President's Report to the Board of Directors

Prepared By: Sydney Lamorea

Wednesday

October 24, 2017 – 9:00 p.m.

During the month of October, I have been doing a lot of promoting for the Good Neighbour Program, putting things together for this year's AGM, and doing a lot of research and digging for information. One of the most rewarding successes this past month, was finally finding the original motion made to create the Student Centre Levy in 1991. This motion was needed for information purposes/background for prospective lenders for the Student Centre. With the help of Cheryl Zimba, who found stacks and binders of old NUSU stuff in the Nipissing dungeon archive for me to dig through and helped with some of the search herself; and Christine Dowdall, who was able to find Board of Governors minutes from 1991 for me to look through, we finally found the motion. Among these files there were some other really cool pieces of information that I came across about NUSU. For example, that we have had a student union on campus since at least 1976! That's all the more legacy for us to try to carry on this coming year, advocating and providing for our fellow students for the better.

### This Report:

- NUSU's 2017 Annual General Meeting
- First Meeting of the Joint Governance Standing Committee
- Good Neighbour Handbook
  - Homecoming
  - Communication with Queen's University Alma Mater Society (AMS)
  - Second Community Meeting
  - Steps Moving Forward
- HR Policies and Transition Documents

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### NUSU's 2017 Annual General Meeting

Planning the AGM was a very large task that required me to do a lot of research on how past NUSU AGMs have been conducted ( i.e. what information they brought to their members, how they organized the agenda, how were housekeeping items such as the verification of voting powers explained to the membership, which executive presented what, what business did they conduct, what questions were asked, which auditors submitted bids, etc.); what legal obligations must we comply with when conducting this annual meeting of members (i.e. necessary information to include in an official notice of meeting, ratification of elections, presentation of the financial statements, annual appointment of the auditor, etc.); and also answers to questions and concerns that were raised within the office about our current operations in preparation for the meeting. Though I had started planning the AGM in July/August, there were still a lot fine



details that needed to be ironed out in September and tasks that still required attention.

Thankfully, all things came together in time for our AGM. We did reach quorum and officially ratify the results from all of our director, student senator and executive elections, have our financial statements approved by our membership, and KPMG appointed as our auditor for the upcoming fiscal year ending April 30<sup>th</sup>, 2018. We received good feedback from those who attended that were not a part of our Board. They said that all the presentations were very professional and well done. I think we all wish that more students were able to attend in person. All-in-all, I am proud of everyone at NUSU for pulling through and contributing to the event.

I have already begun creating a resource that includes all of the agendas, reports, minutes, communications, advertisements, and documents from past AGMs that can be more readily accessed and referenced when planning future general meetings. I would like to include with it a task list of all items that need to be done for the AGM. The executives will be putting together a more comprehensive report of the event to be shared with future teams and with the board.

#### **First Meeting of the Joint Governance Standing Committee**

October 11<sup>th</sup> was a monumental day in Nipissing University's history as it is the first time a joint committee of both members of Nipissing's Academic Senate and Board of Governors sat. This committee was formed as per the recommendation put forth in the document made by the Special Governance Commission last year, *Collegial Governance at Nipissing University: Shared Challenges and Responsibilities*. The committee is formed of three members of the Academic Senate and Board of Governors, and one student representative from NUSU.

At this first meeting we worked on defining our own terms of reference, and reviewing the recommendations in the Collegial Governance report. It is the responsibility of this committee to bring these recommendations into fruition and to promote collegiality between members of the Board of Governors and Senate. Our next meeting will take place in early December so that we can finalize our Terms of Reference and begin the creation of a statement of collegiality the committee will promote.

#### **Good Neighbour Handbook**

##### Homecoming

In my report last month I spoke about how we were planning on having a table at Homecoming with the North Bay Police and Nipissing's On-Campus Living, to help broadcast the message of the Good Neighbour program to our students. I feel this initiative went well. I





was joined by Constable Robin Bouche and Martin Holmes during the registration period for Homecoming on September 29<sup>th</sup>. At first our students appeared to be a little hesitant to approach us at the table so we tried our best to make Robin come across as less threatening by removing his bullet proof vest. This tact actually worked quite well and more students started to come to the table where we would welcome them to Homecoming weekend, and introduce them to the Good Neighbour Program. In the materials we handed out (see attached), we highlighted that the program was able harmonious living in campus communities and included messages not just for students but for landlords of off-campus students, residents in campus communities, and licensed establishments in campus communities. We made it a point to not talk about partying unless it was mentioned to us, but rather inform students of the resources available to them, encourage introducing themselves to their neighbours, and to let them know we support them.

#### Guidance from Queen's University Alma Mater Society (AMS)

To gather more insight on strategies to start an effective conversation in off-campus communities that respects the rights of all its residences, and keep our students safe, I reached out to Queen's University's Alma Mater Society (AMS) in Kingston, Ontario. Queen's has had a notorious past with their students living off-campus during events, such as Homecoming, which they have been successfully starting to improve upon. I saw them as a great place to reach out to for strategies to apply on our campus.

I got in contact with Palmer Lockeridge, their Vice-President University Affairs, who takes the lead on initiatives that promote neighbourly behaviour in off-campus student neighbourhoods and encourages responsible drinking in their membership who attend parties. He was able to send me the strategies that they were planning to use this year for their Homecoming (we came in contact the week before their homecoming). They do things such as setting up water stations, a street party in a controlled location that is now very appreciated by Kingston residents, and handing out granola bars. They also run year-round programming, such as alcohol awareness groups that promote safe drinking and provides resources for students. He will be sending their measurables for the effectiveness of each of these campaigns soon now that their Homecoming has just ended. This information will be brought to the "Good Neighbour Committee" that we started last month, and has just recently met again, to develop a strategy that we can use in North Bay.

#### Second Community Meeting

On October 16<sup>th</sup>, the "committee" met again to discuss messaging used this past month and work on strategies moving forward. This meeting included Police Chief Shawn Devine,



members from North Bay City Hall, North Bay Fire, and the Thibeault Terrace Homeowners' group, as well as myself, Sarah McGowan, Bob Pipe and Casey Phillips. We were happy to report to the meeting that the messages have been well received by our students, and that we have been getting a lot of positive feedback from students, and the local community about students introducing themselves. This does not mean there were no unfortunate incidences during Homecoming weekend showing we still have work to do, but it did indicate we were making some impact. The meeting was effective in hearing each unique perspective on the issue and their opinions on how it can be resolved. We will be meeting again once Canadore is able to sit at the table again and continue developing a plan of action to continue to foster good communication within our community and good neighbourship.

### **HR Policies and Transition Documents**

With our high turnover with Executive and Director positions, and the incoming knowledge and experience that comes with them, the collective understanding of the legal requirements of a corporation and employer fluctuates. This has affected us NUSU more within the past two years, since our past by-laws and policies were casted down with the dissolution of JSEC and in favour of new NUSU Corporate By-Laws in 2015 that more accurately reflected us as an unattached organization. This was a much needed change for NUSU, however left us with a large gap in operating, human resources, and employment policies. Last year, a fair amount of progress was made by Jordan Dempster to build a policy base that we can continue to build upon.

Currently, we have little guidance within our corporation for handling grievances, managing employment, storing important documents, or conducting transitions. I had started working on developing these documents this past summer and have made more progress during Reading Week. Having these procedures and policies put in place will not only help us operate like a professional business, but also ensure that future teams will have guidance on how to handle issues or unforeseeable circumstances when they arise.

This past month, I contacted Chancellor Paul Cook to see if he was still able to get us in contact with someone from North Bay Human Resources to give guidance on how we can go about improving our current practices. Paul was very helpful, as he usually is, and gave my contact information to Shelly Hampel, the Human Resources Coordinator at the North Bay Police Department, who has many years experience and knowledge with human resources and policy development.

Shelly contacted me last week and let me know of some resources to start with to



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continue building our policies and procedures. One of these resources was [hrdownloads.com](http://hrdownloads.com), which is a paid membership web resource full of policy and form templates, and advice from professionals in the HR field. Shelly was able to forward me some of the templates from [HRdownloads.com](http://HRdownloads.com) that we can use to develop a better system of policies and procedures regarding human resources, and employment. Shelly also has informed me that there is a Nipissing student, currently on campus, who sits on the Human Resources Council for Canada, who may be able to provide us with more resources.

With the forms and templates from Shelly and the Ontario Human Rights Commission's, *A Policy Primer: Guide for Developing Human Right's Policies and Procedures*, as well as a newly found web resource: [Compasspoint.com](http://Compasspoint.com), that has resources to improve transitional periods specifically, I have been working hard to frame how to adapt the policies to our unique business needs and structure. I am confident that I can finish chiseling down these policies and documents into something substantive by the end of the month that can be put through the Governance Committee.

**Upcoming Events/Initiatives:**

- Spirit Judge at local high school East-West Event
- Student Centre
- Transitional resources
- Creating a HR framework

## APPENDIX "C"

NIPISSING UNIVERSITY STUDENT UNION



Vice-President Governance & Legal Affairs' Update for the Board of Directors

Prepared by: Cooper Allen

October 24th, 2017

### **Introduction**

This document outlines my update to the Board of Directors of the tasks I have been working on since the last board meeting on September 26th, 2017. Note that this report is not exhaustive. If you have any questions about my day-to-day operations, do not hesitate to reach out.

### **MFRC**

The Mental Health First Aid for the Veteran Community course will take place at Nipissing University on November 4th and 5th from 8:30am-4:30pm. This free training is open to all Nipissing students and NUSU staff; however the training is capped at 25 people. Preference will be given to Board members first, and if this session is successful, we will look at opening it up to more students.

### **Committees**

**Governance:** the committee didn't meet this month; however Tyrel and I sat down with Jen Gordon from student development and services to review the sexual violence intervention and response policy. She provided us with a lot of good information that we will be able to use to amend this policy in the future.

**Elections:** the elections committee met last Tuesday morning to discuss some of the concerns that arose from the by-elections and some things we would like to see changed for the executive elections. I can highlight some of these issues and changes during the elections committee report at the Board meeting.

It was also noted that the four members currently on the committee have previously expressed interest in running for either a Board or an executive position for next term. If this occurs, then our policies state that the individuals on the committee would have to take a temporary leave of absence, which would mean that there would be no one left to coordinate the election period. It could also be seen as a potential conflict to some students. We are looking into ways we can populate this committee moving forward so that situations like this do not occur and would be open to any suggestions from other Board members regarding how to combat this issue.



## Other

**Athletics Coaches Meetings:** since the school year began, J'aime and I have met with the coaches for both men's and women's hockey, basketball, and volleyball, and I also sat down with the rowing coach, Dr. Dean Hay. Several of them noted that this is the first time they have ever met with NUSU. It has been interesting to hear some of the feedback they have for NUSU and improving student life. Given some of this information, I think it is important that NUSU continues to acknowledge that the lives of varsity athletes are much different than your typical student and that we should do what we can to support them. It is also important to recognize how big of an impact athletics can play on overall student life, regardless of how many of our students are "athletes".

**Building Project:** Warren and I met with Ursula Boyer, Dave Drenth and Cheryl Zimba on October 5th to update both parties on where we are in the project. Sydney and I followed up with another meeting on October 17th; however Nipissing still had not received the changes to the agreement from their lawyer. We plan to meet again within the next couple of days to make all final changes so they can be signed by the end of the month.

Given the ongoing discussions with the university, we also plan to meet with John D'Agostino on October 25th to discuss the finalized amendments to the joint venture and lease agreements.

**Chamber of Commerce:** as a part of small business week, I attended another business after hour's event on October 18th. This time I had a couple of the top students from the business program attend with me to determine whether or not they believe this type of event is something we could successfully run on campus. Planning a Chamber event at the university is something that Shane, Sarah and I have been working on in order to connect our students with the local business community. The event would occur once our term in office expires, however I will look to have most of the necessary prep work done by then.

**Ontario Universities Fair:** from September 21-24 I, along with 67 other Nipissing faculty, staff, administration, and students attended the Ontario Universities Fair in Toronto. Over 139,000 prospective students attended the fair during the three days that it was open.

**Board Committee Meetings:** At the time I write this report, I plan to attend the Audit & Finance, Governance, Community Relations, and Fund Raising subcommittee meetings of the Board of



Governors on October 23rd. If anything substantial comes from these meetings, I will update the Board during the receiving of my report.

### **Moving Forward**

As you will hear in the elections committee report, I will be planning well in advance for executive elections this year. This process will likely begin during the middle of November.

Our interns will be getting into the brunt of their research this month as they are in the process of creating and sending out surveys. I will need to be there to assist them with any questions they have throughout the process and monitor how the work can be improved for future internships.

J'aime and I have been and will continue to coordinate with Lakers Athletics events. This month is the Santa Clause Parade (November 19th) and the "Lakers Hockey Breaks the Ice Surrounding Mental Health" games (November 18th).

I also plan on continuing to work with Shane on the IPS. I hope to have the document finalized before the end of the semester so that it can be implemented by the time we collect the remainder of our revenues in February.

### **Conclusion**

As always, please do not hesitate to reach out if you have any questions/comments/concerns.





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## VP Services Board of Directors Report J'aime Brunet -October 24th, 2017

### Homecoming

On Friday September 29th, I volunteered at the Homecoming kit pick up table and on Saturday I was helping with the Pints and Poutine event. All together both days went very smoothly and I was able to speak with current students and alumni.

### Student Lounge

The student lounge grand opening on Monday October 2nd went really well. We had pizza, Sugar Daddy's cupcakes, some giveaways from Shoppers, and decorations. The lounge is now fully functional and students seem to really enjoy using the space. We will be using this space in the future for upcoming campaigns and events.

### NUSU Crew

We had our first NUSU Crew meeting on October 3rd at 5pm in the President's Boardroom. We did introductions, spoke about the structure of NUSU Crew and the way ideas will filter through our social committee and then back to NUSU Crew. We will be having a social for the crew in the next couple of weeks and another meeting next month.

### Halloween Haunt

This month I did some planning for our trip to Halloween Haunt at Canada's Wonderland on Saturday October 21st. The tickets are \$65 each and we'll be departing the school at 2pm and returning by 4am. This week, NUSU Crew is selling tickets outside the bookstore while giving out free candy to students who pass by. We hope to sell at least one bus load by the end of the week.

### Monthly Monday Movie Nights

I have also been planning monthly "Monday Movie Nights" for the year. Our first one will be on Monday October 23rd and we'll be showcasing two halloween movies. We'll be giving out free popcorn to students who attend and the event's admission is free. Depending on the feedback we receive from this event, we will be continuing similar movie nights once a month.

### Shinerama and the Shine Gala

The Shine committee met once this month to discuss the Shine Gala and selling Shine merch. The week of November 13th-17th will be our "Shine Week" where we'll be focusing on raising more money for Shinerama to reach our \$15,000 goal. We'll be selling our Escape Movement t-shirts and our shine pendants. The week will end with our Shine Gala at the Grande Event Centre. Invitations for this event have been sent out and we are working on acquiring donations for the silent auction. We are also in contact with James Palmer who will be our live music for the night. The event is coming together



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smoothly and I am looking forward to this formal evening to raise money for Cystic Fibrosis Canada.

### **Clubs**

I am currently still waiting for some clubs to re-submit their club status application package to be an official NUSU club for this year, however here is the most updated list of clubs for this year:

- Alpha Gamma Phi
- Alpha Phi Sigma
- CROWN Christian Student Society
- Nipissing University Biology Society
- Nipissing Campus Conservatives
- Frontier College
- Geography Club
- Math Club
- Nipissing and Canadore Dance Club
- Nipissing and Canadore Relay for Life
- Nipissing Canadore Christian Fellowship
- Nipissing University Nursing Society
- NipissingU Ice Fishing Club
- NU Social Work Association
- Psychology Society
- Stand-Up Comedy North Bay
- Students On Stage

### **Meetings**

This past month, I met with Gloria De Salvo, the President of Founder's House Residence to discuss an idea that she had regarding our student food bank. Beginning this week, she will be hosting a "Grocery Game" every week in Founder's House. She will be asking a trivia question about NUSU or Nipissing University every week and the student who wins, will receive a couple of food items from our food bank. This initiative will hopefully help to bring awareness to and reduce the stigma around accessing our student food bank.

The Sales and Merch committee met to discuss the items we'll be selling and when we'll be selling them. The NUSU water bottles were a success during Frosh Week and therefore, we have ordered more and will be selling them out of our office. We are also looking into getting simple NUSU t-shirts shortly. Sometime in November, we hope to have a pop-up shop in the NU hallway for students to purchase some of our gear.

As you all know, on October 4th, NUSU had our annual general meeting. Leading up to this event, I made sure to pass the message along to my professors and make





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announcements at the beginning of class to help promote the event. The meeting ran smoothly.

Following up from Lakers Orientation at the beginning of the school year, the Lakers Orientation Committee met to discuss recommendations for these events moving forward. I provided feedback on events that were shared between NUSU and other departments including Residence Move-ins, the Lakers Skills Series, Speak About It, the Note Taking/Mock Lecture, the Movie Night, the Capture the Flag, yoga and the Carnival. I also received feedback with regard to the Dean's lunch and yoga. As a committee, we also discussed aspects of the committee that may be lacking such as communication as terms end and including the Office of Indigenous Initiatives. Overall, this was a very productive meeting and we will be using all the recommendations to improve Lakers Orientation next year.

I also had a meeting with Katie from the Record of Student Development team to discuss involving clubs in the RSD approval process. I have sent an email to all the clubs' presidents asking them to get in contact with me if they are interested in having their executive positions RSD approved as well as their club membership. This is a great opportunity to acknowledge club executives and members as involved students in the university.

Shane Dunstall and I are officially the NUSU representatives on the SIF review committee. Since Shane is currently out of office, Sydney sat in his place for our first SIF review meeting. I will continue to sit on this committee for the rest of my term to be a part of the approval process for SIF applications.

Cooper and I had another meeting with Robb and Vito from Athletics to discuss the Santa Claus Parade and our Movember campaign. NUSU will be walking in the parade with 5 representatives from each athletic team.

### **Upcoming**

As mentioned above, we have Halloween Haunt and Monday Movie Night coming up this week. Following these events, I will be focusing on finalizing the details for the Shine Gala as well as promoting the event to community leaders and businesses. I will also be getting ready for Movember. The Social Committee and the Green Initiatives Committee will be meeting next week to discuss events and initiatives that we'd like to see on campus for the year and begin the planning. If possible, I'd also like to meet with the executives from each club. If anyone has any questions, feel free to contact me at any time!



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## **Vice-President Communications October Report**

### **Introduction**

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Since the last board of directors meeting, at the time that I am writing this report it has been a little over 2 weeks since the last time the board has met. The office has been busy with several important events that have been a team effort to run. During this time it was also reading week for Nipissing University students and a long weekend for the staff in our office. This report will not be as long nor as detailed as my last report that highlighted some of the marketing statistics that I have been looking into. However, I hope this report will provide some clarity on what I have been up too over the last several weeks. I will also have a few updates that I will present in person at the meeting as well as a time for questions.

### **Health Plan**

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As some of you are aware the last day to opt out of the health plan was October 6th at 4pm. With this deadline came a wave of questions and requests. Myself, the staff and the communications department worked diligently to manage these questions and requests to the best of our abilities. Through this process we have learned from several minor mistakes and plan to implement the simple solutions next year to help create an even more streamlined process. Overall I feel as if this years opt out period was successful and despite not being perfect is a good stepping stone in making sure all students are happy with the health plan they use. Now that most of the work for the health plan is complete and the rush is mostly over I look forward to promoting the virtual doctors, Aspria and other services that are available for students.

### **NUSU Cares**

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Since the last meeting of the board we have had two NUSU Cares meetings. It is exciting to see what our committee and community members wish to do throughout the school year. NUSU Cares is helping out with wellness events as well as Shane to assist in seeking sponsorships. NUSU Cares is also spearheading Movember campaigns and many other initiatives this year. If any of you have recommendations or ideas you wish to share you are more than welcome to sit in on our meeting or assist us with planning. Alongside, these imperson campaigns we are working towards theming targeted posts that complement our in person work. I hope to have a more detailed report of what we have done in the next board report.

## CFS

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I have been very busy with my work with CFS as of late. This semester there are four conferences, three of which I will be attending. This coming weekend we have the Spirit of The North Caucus meeting happening in Sudbury. It will be myself, Dan Goulard and Allison McNeil attending and I look forward to updating you all in person on this at our meeting.

After the SOTN conference there is a provincial executive meeting the following week in Toronto. For this conference I am submitting a detailed report on what has been happening at our school and how CFS can support us. We will also be reporting the findings of the working group that I sit on to discuss the research that was found to allow CFS to conduct online voting.

## Moving Forward

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Although, I do not have much to report on that was completed in the 2 weeks since the last board meeting, there are a ton of projects that are still in the works. Currently, I am looking into partnering with a group of nursing students on our wellness Wednesday's, working on getting Jordan from Disruptt in for second semester, working on getting a game console in the student lounge, the Shine Gala and many other events that we are excited to announce and promote. Along with all this there is a lot of work that still needed to be completed in all of the committees I sit on as well as staying updated on how the college strike will be impacting our students. As always my door is always open and I am always willing to discuss how I can help assist students. If you have any questions you are more than welcome to ask.