



**AGENDA - SRA 18G**  
STUDENT REPRESENTATIVE ASSEMBLY  
Sunday, September 23, 2018 at 5:00pm  
**Council Chambers, GH 111**

**PROCEDURE**

Call of the Roll, Playing of National Anthem, Territory Recognition, Adoption of Agenda, Adoption of SRA Minutes 18F, Announcements from the Chair, Special Orders of the Day, Delegation from the Floor, Report Period, Information Period, Question Period, Business Arising from the Minutes, Business, Committee Business, Unfinished Business, New Business, Time of Next Meeting, Call of the Roll, Adjournment

*The SRA would like to recognize today that we are situated on traditional Haudenosaunee and Anishnaabe territories through the 'Dish with One Spoon Wampum Treaty'.*

**DELEGATION FROM THE FLOOR**

- |  |   |
|--|---|
| 1. Equity, Diversity and Inclusion Action Plan | Arig al Shaibah,<br>Associate Vice-<br>President, Equity<br>and Inclusion |
| 2. OUSA  | Sophie Helpard<br>and Danny Chang   |

**REPORTS**

- |   |                |
|---|----------------|
| 1. Health Sciences Caucus                 | Roshan         |
| 2. Humanities Caucus                      | Grewal         |
| 3. Kinesiology Caucus                     | Emmanuel       |
| 4. Provincial & Federal Affairs Committee | Urszula Sitarz |
| 5. Finance Committee                      | Alex Johnston  |
| 6. Executive Board                        | Hackett        |
| 7. Vice-President (Administration)        | Epifano        |
| 8. Elections Schedule                     | Patel          |

**BUSINESS**

- |   |          |
|---|----------|
| 1. Clubs Ratification                                   | Robinson |
| 2. Open one (1) SRA seat on Standing Committee          | Epifano  |
| 3. Close one (1) SRA seat on Standing Committee         | Epifano  |
| 4. Ratification of Chief and Deputy Returning Officers  | Epifano  |
| 5. BYLAW 10 – ELECTIONS                                 | Farah    |
| 6. BYLAW 10/A – ELECTORAL PROCEDURE                     | Farah    |
| 7. OPERATING POLICY –SUSTAINABILITY EDUCATION COMMITTEE | Bertolo  |
| 8. OPERATING POLICY – EDUCATION & ADVOCACY DEPARTMENT   | Bertolo  |

## MOTIONS

1. **Moved** by \_\_\_\_, **seconded** by \_\_\_\_ that the Assembly ratify the new and returning clubs, as circulated and recommended by the Clubs Administrator for the 2018-2019 academic year.
2. **Moved** by \_\_\_\_, **seconded** by \_\_\_\_ that the Assembly open one (1) SRA seat on the Internal Governance Committee.
3. **Moved** by \_\_\_\_, **seconded** by \_\_\_\_ that the Assembly close one (1) SRA seat on the Internal Governance Committee.
4. **Moved** by \_\_\_\_, **seconded** by \_\_\_\_ that the Assembly ratify Uwais Patel as the Chief Returning Officer, and Emily Yang as the Deputy Returning Officer for the 2018-2019 academic year.
5. **Moved** by Farah, **seconded** by \_\_\_\_ that the Assembly approve changes to BYLAW 10 - ELECTIONS, as circulated and attached.
6. **Moved** by Farah, **seconded** by \_\_\_\_ that the Assembly approve changes to BYLAW 10/A – ELECTORAL PROCEDURES, as circulated and attached.
7. **Moved** by Bertolo, **seconded** by \_\_\_\_ that the Assembly approve changes to OPERATING POLICY – SUSTAINABILITY EDUCATION COMMITTEE, as circulated and attached.
8. **Moved** by Bertolo, **seconded** by \_\_\_\_ that the Assembly temporarily suspend section 5.2.2 of OPERATING POLICY – EDUCATION & ADVOCACY DEPARTMENT to allow for the presentation of policies at SRA 18K – November 25, 2018.



**Student Representative Assembly Meeting 18G**  
**Sunday, September 23, 2018 at 5:00pm**  
**Council Chambers, GH111**

**Called to Order at 5:00pm**

**CALL OF THE ROLL**

**Present**

Ahmed, Anderson, Arbess, Bertolo, Bonk, Dominguez Florean, Emmanuel, Epifano, Espiritu, Gandzi, Grewal, Hackett, Ibrahim, Isah, Kumaran, Lee, MacLean, Oketch, Reddy, Robinson, Roshan, Saliccioli, Senthillmohan, Shingleton-Smith, N. Singh, S. Singh, Sykes, Tejpal, Villasis, Warwani

**Absent Excused:**

**Absent**

**Late**

Bishara, Irfan

**Others Present:**

Sahil Karnani (MSU Member), Danny Chang (OUSA), Urszula Sitarz (AVP (Provincial & Federal Affairs)), Raquel Deperasinski (AVP (Internal Governance)), Uwais Patel (CRO), Sophie Helpard (OUSA), V. Scott (Recording Secretary)

**Chair**

Elizabeth Wong

**TERRITORY RECOGNITION**

- The SRA would like to recognize today that we are situated on traditional Haudenosaunee and Anishnaabe territories through the 'Dish with One Spoon Wampum Treaty'.

**ADOPTION OF AGENDA**

**Moved** by Hackett, **seconded** by Sykes to adopt the agenda, as presented.

**Passes Unanimously**

**Amendment**

**Moved** by Shingleton-Smith, **seconded** by Oketch that the Assembly add the following motion to Business:  
"Moved by Shingleton-Smith, **seconded** by \_\_\_\_ to approve the mandate for the Communications, Advertising, and Student Engagement (CASE) Ad-Hoc Committee"

- Shingleton-Smith apologized for circulating this late but would like to strike the ad-hoc committee at this meeting.

**Vote on Amendment**

**Passes Unanimously**

**Amendment**

**Moved** by Shingleton-Smith, **seconded** by Oketch that the Assembly add the following motion to Business:  
"Moved by Shingleton-Smith, **seconded** by \_\_\_\_ that the Assembly open the following seats on CASE: Committee Chair and three SRA seats"

- Shingleton-Smith stated that the seats need to be opened today to elect members at the next meeting.

**Vote on Amendment**

**Passes Unanimously**

**Amendment**

**Moved** by Warwani, **seconded** by Hackett that the Assembly add “Open one (1) MSU Seat on the Provincial & Federal Affairs Committee” to Business.

**Vote on Amendment**

**Passes Unanimously**

**Amendment**

**Moved** by Warwani, **seconded** by Anderson that the Assembly add “Open one (1) SRA Seat on the Provincial & Federal Affairs Committee” to Business.

**Vote on Amendment**

**Passes Unanimously**

**Vote to Adopt Agenda**

**Moved** by Hackett, **seconded** by Sykes to adopt the agenda, as amended.

**Passes Unanimously**

**ADOPTION OF MINUTES**

**Moved** by Florean, **seconded** by Hackett to adopt the minutes from SRA meeting 18F – September 9, 2018, as circulated and amended.

**Passes Unanimously**

**ANNOUNCEMENTS FROM THE CHAIR**

- The Speaker welcomes every to the meeting. The Speaker asked the Assembly to make sure the room was clean at the end of the meeting. The Speaker directed the observers to sign the Observer’s List. The Speaker reminded the Assembly that the meeting is to start right at 5pm, and to please show up at least five minutes before so that they can get started on time.

**DELEGATION FROM THE FLOOR**

**Set Parameters**

**Moved** by Farah, **seconded** by Florean to set Parameters for Delegation from the Floor #1 to be 20 minutes for presentation, and 20 minutes for questions.

**Vote on Parameters**

**Passes Unanimously**

**1. Equity, Diversity and Inclusion Action Plan – Arig al Shaibah, Associate Vice-President, Equity and Inclusion presented (presentation attached)**

- al Shaibah went over the presentation with the Assembly.

### Questions

- MacLean stated that al Shaibah mentioned that they will be doing campus communications. MacLean asked if they would be consulting students to get their feedback and what would they do with that feedback if they received backlash from students. al Shaibah responded that they would be doing student consultation and would like to hear how they would like to see it happen. They stated that it could be open forum, surveys, or groups. al Shaibah stated that they would try and respond to students to see where the misunderstandings were coming from and do an education approach. They added that they are looking to the community to advance this and that student voices were very important.
- Florean asked what the strat pillars were of the action plan. al Shaibah responded that they will make sure they were focusing on all of the pillars and the objective would be to develop systems and tools to collect data.
- Gandzi asked what the anticipated timeline was for the document to be completed. al Shaibah responded that they were hoping to have the draft before the calendar year, and the final before the academic year was completed.
- Florean asked who was coming up with each action plan, and if it was all of them working together for one specific theme or taking separate steps. al Shaibah responded that they would be doing both and they have a team to implement this. They stated that the team has a lot of things to say about the different pillars and would have to do some cross talking for the pillars to intersect.
- Warwani asked how they plan on creating comfortable environments, given the tension on campus. al Shaibah responded that they will be using people on campus who are trusted by those who may feel unsafe. They stated that they weren't interested in holding a token townhall just to say they had the opportunity.
- Florean asked how strict the plans would be for the guidelines of free speech. They asked if it will be an education where profs have to abide by the rules. al Shaibah stated that they will develop a learning plan and will hold selves to account. They stated that much of these things are holding each other to account as a community who will decide these priorities. al Shaibah stated that no one will get in trouble for not doing these but some things have to be complied to, such as accessibility.
- Florean stated that if al Shaibah came back to the Assembly with something set in stone, such as policies created they would be able to give more feedback.
- Ibrahim asked what if someone came with an issue with students and faculty and if they have an action plan in place. al Shaibah responded that they don't have an action plan for that but that's what the EIO office does.

### Set Parameters

**Moved** by Bertolo, **seconded** by Warwani to set parameters for Delegation from the Floor #2 to be 15 minutes for presentation, and 15 minutes for questions.

### Passes Unanimously

#### 2. OUSA - Sophie Helpard and Danny Chang presented (presentation attached)

- Helpard and Chang went over the presentation with the Assembly.

### Questions

- Epifano asked for an update on what OUSA was doing to advocate to the Province to get information about the Sexual Violence Response Survey. Helpard responded that since they are now under a new government the results will be done under a different mandate. They stated that OUSA drew attention to the issue saying that the results were sitting with the research firm and should be released. Helpard stated that they are expecting results and if they weren't released soon then the results would be available under FOI. Helpard added that after that they will then try to address the issues from the survey.
- Shingleton-Smith asked about the textbook broke campaign, and stated that OUSA is pushing open education resources but based on experiences there is a decline in the resource effectiveness. Chang

stated that from what OUSA found OERs are the same, if not better than textbooks. They stated that this instance might be a case by case from the different professors and courses. Chang stated that OUSA was working with admin. They added that things can't change overnight but they have been talks with traditional publishers.

- Florean asked that with the new government change how was OUSA going about ensuring that the government was being held accountable for everything that OUSA is advocacy for. Chang responded that they have been in communications with the new government, and it's about getting the dialogue going. They stated that right now they are communicating the priorities and what OUSA has done for students in the past. Helpard stated that OUSA proactively mobilized people to vote and it showed how big a constituency post-secondary students are. Helpard explained that they are hoping by doing that they have the 'carrot and stick' approach.
- Hackett asked how OUSA plans on shifting their approach for increased funding for mental health with the new government. Helpard responded that OUSA released the report with PSE, and all the asks are in there.
- Florean asked how they were advocating on free speech protection on campus. Chang responded that they have a steering committee meeting this week about what to do moving forward and then it will be brought to the General Assembly. Helpard added that OUSA wasn't consulted on this, and stakeholders need to be consulted.

#### **REPORT PERIOD**

##### **1. Health Sciences Caucus – Roshan presented**

- Roshan summarized the report.

##### **2. Humanities Caucus – Grewal presented**

- Grewal summarized the report.

##### **3. Kinesiology Caucus – Emmanuel presented**

- Emmanuel summarized the report.

##### **4. Provincial & Federal Affairs Committee – Urszula Sitarz presented**

- Sitarz summarized the report.

#### **Questions**

- Shingleton-Smith asked if there were any documentation for Open Education Resources. Sitarz responded that their involvement with MacPherson wasn't in their role as AVP but is convenient that they have both jobs. Sitarz explained that they will be doing research and sending it out to staff and faculty.

##### **5. Finance Committee – Alex Johnston**

- Johnston summarized the report.

##### **6. Executive Board – Hackett**

- Hackett summarized the report.

#### **Questions**

- Sykes asked if Shinerama commented about the other rep teams. MacLean responded that this was brought up during the EB meeting.

**7. Vice-President (Administration) – Epifano presented**

- Epifano summarized the report.

**8. Elections Schedule – Uwais Patel presented**

- Patel went over the elections schedule.

**INFORMATION PERIOD**

- Hackett announced that the Municipal election was coming up soon, and that the MA Committee was hard at work. Hackett reported that they had the Ward 1 Candidates debate planned, and the MACvotes website will be launching on October 1.
- Uwais Patel reported that the First Year Council elections were happening, with polling being on Tuesday and Wednesday. Patel asked that the Assembly please promote the voting period to their first years.
- Farah provided an update on Homecoming as some of the Assembly members had concerns about the general safety in the Westdale community. Farah stated that while the incident with the police horse was not within the MSU's purview, the MSU will take this seriously. Farah explained that they had sent a follow-up email to their Community Liaison with the Hamilton Police and was hoping to get answers soon. Farah stated that they asked about the protocol of gatherings in the city. Farah stated that in regard to Westdale and the break-ins there have been increased police services, and that if anyone sees or hears anything to call 911. Farah added that if anyone needs support the MSU's peer support services are in full operation
- Florean stated that they have joined a committee focusing on IT with pedagogy and asked to let them know what the Assembly would like to see about tech in the classroom and teaching.

**QUESTION PERIOD**

- Shingleton-Smith asked the President about the incidences in Westdale. They stated that they knew an individual who had their safety threatened last year and when called 911 the police stated that it wasn't a serious concern, same with another post on 'Spotted at Mac'. Farah responded that she was made aware of the situation. They stated that they have asked about this and will email the Assembly when they hear back.
- Farah stated that they asked for the Assembly to get feedback on guidance documents but haven't heard anything back yet. Farah asked the Assembly how their office hours were going and if they were asking questions and getting feedback. Emmanuel stated that they just set their office hours and will do it then. Ibrahim stated that engineering just sorted out their office hours as well and haven't had much office engagement. Arbess felt that the issue with office hours was that it wasn't the best avenue to accomplish dialogue on the topic and it might work best to have specific events for their constituents to come out. Senthillmohan agreed with Arbess. Warwani stated that they have had conversations with the President about this. They explained that constituents talk about their feelings and feel as though nothing happens. Warwani stated that it was a big concern about why students haven't been coming out and that the students are tired of putting forward their voices and the University not listen. Bonk agreed with Arbess. Grewal responded that they are in the process of setting up office hours and that they will promote them. Gandzi stated that they just started their office hours this week and could make it a strategic theme and get back to the President later. Roshan responded that they would have to advocate and will host an event in October to get feedback. Roshan added that there needs to be more awareness from the BoD about this. Villasis responded that they will be working towards opportunities to address the issues within forums of sentiment.

- Ahmed asked the President if they will be making a public statement to address the issues from Homecoming. Farah responded that this wasn't a plan. They explained that there has already been a lot of messaging about everything that had happened, but if Ahmed felt that it would be a different tone from the BoD that it could be brought up.
- Sitarz asked Epifano why the Faculty Coordinator wasn't involved in the Faculty Planer hiring. Epifano responded that Faculty Planners are hired by the faculties. They stated that the Welcome Week Advisory Council will be reviewing each faculties' hiring processes and will be standardizing it across the board. Epifano added that if the WWFC was to help hire the planners then the job would have to be adapted.
- Epifano stated that a lot of Assembly members are identifying that office hours are not working, but that it was their jobs to reach out to their constituents. Epifano asked that if each caucus wasn't getting feedback through office hours, then how were they planning on doing it. Roshan responded that key events are put on when something big was happening, such as FYC. Senthillmohan responded that they only found out about what Health Sciences was doing and it was a great idea, and that hopefully Science could put do that as well. Shingleton-Smith responded that simple form distribution on social media has been done in the past. Sykes responded that the Engineering caucus needs to talk more about this.

**Moved** by Hackett, **seconded** by Lee that the Assembly recess for 15 minutes.

**In Favour: 21 Opposed: 9 Abstained: 0**  
**Opposed: Ibrahim, MacLean, Grewal, Gandzi, Roshan, Tejpal, Florean, Irfan, Espiritu**  
**Motion Passes**

**Recessed at 7:17pm**  
**Called to Order at 7:33pm**

**CALL OF THE ROLL**

<b>Present</b>	Ahmed, Anderson, Bishara, Dominguez Florean, Emmanuel, Espiritu, Gandzi, Grewal, Hackett, Ibrahim, Irfan, Isah, Kumaran, Lee, MacLean, Oketch, Reddy, Robinson, Roshan, Salciccioli, Senthillmohan, Shingleton-Smith, N. Singh, S. Singh, Sykes, Tejpal, Villasis, Warwani
<b>Absent Excused:</b>	Arbess
<b>Absent</b>	
<b>Late</b>	Bertolo, Bonk, Epifano
<b>Others Present:</b>	Sahil Karnani (MSU Member), Urszula Sitarz (AVP (Provincial & Federal Affairs)), Raquel Deperasinski (AVP (Internal Governance)), Uwais Patel (CRO), V. Scott (Recording Secretary)
<b>Chair</b>	Elizabeth Wong

**BUSINESS**

**1. Clubs Ratification**

**Moved** by Gandzi, **seconded** by Salciccioli that the Assembly ratify the new and returning clubs, as circulated and recommended by the Clubs Administrator for the 2018-2019 academic year.

- Florean asked why these clubs weren't ratified the first time around. Ceded time to Robinson.
- Robinson responded that they only knew what was included in the memo.
- Florean asked if this has happened before where clubs come in September to be ratified. Ceded time to Robinson.
- Robinson responded that in terms of additional information, they didn't have any. They stated that it was within the clubs ratification process.

**Vote on Motion**



**In Favour: 25 Opposed: 3 Abstentions: 3**  
**Opposed: Roshan, Florean, Bonk**  
**Abstained: Senthillmohan, Warwani, Hackett**  
**Motion Passes**

**2. Open one (1) SRA seat on Standing Committee**

**Moved** by Gandzi, **seconded** by Hackett that the Assembly open one (1) SRA seat on the Internal Governance Committee.

**Passes Unanimously**

**3. Close one (1) SRA seat on Standing Committee**

**Moved** by Hackett, **seconded** by Gandzi that the Assembly close one (1) SRA seat on the Internal Governance Committee.

**Nominations**

- Ahmed nominated self

**Vote on Motion**

**Passes Unanimously**

- Ahmed won the SRA seat on the Internal Governance Committee by acclamation.

**4. Ratification of Chief and Deputy Returning Officers**

**Moved** by Epifano, **seconded** by MacLean that the Assembly ratify Uwais Patel as the Chief Returning Officer, and Emily Yang as the Deputy Returning Officer for the 2018-2019 academic year.

**Passes Unanimously**

**5. BYLAW 10 – ELECTIONS**

**Moved** by Farah, **seconded** by Hackett that the Assembly approve changes to BYLAW 10 - ELECTIONS, as circulated and attached.

- Farah stated that the Elections Department worked hard with consulting with the Board of Directors and full-time staff in changing the bylaws.
- Florean asked why the special referendum deadline was being changed to March 15. Ceded time to Uwais Patel.
- Patel responded that special referenda only happen when directed by the SRA, and it's different than holding referenda during the regular election cycles. Patel stated that they changed this so that there would be enough time to fulfil the appeals process and it gives the Committee the flexibility it needs to fulfill obligations.

**Vote on Motion**

**Passes Unanimously**

**6. BYLAW 10/A – ELECTORAL PROCEDURE**

**Moved** by Farah, **seconded** by Hackett that the Assembly approve changes to BYLAW 10/A – ELECTORAL PROCEDURE, as circulated and attached.

- Farah stated it was the same reasoning as the previous bylaw.
- Florean stated that it looked great and that the department did a wonderful job.

**Vote on Motion**

**Passes Unanimously**

**7. OPERATING POLICY – SUSTAINABILITY EDUCATION COMMITTEE**

**Moved** by Bertolo, **seconded** by Robinson that the Assembly approve changes to OPERATING POLICY – SUSTAINABILITY EDUCATION COMMITTEE, as circulated and attached.

- Bertolo went over the memo with the Assembly.
- Robinson stated that last year an SRA member took on the project and felt that this structure allows for that opportunity.

**Vote on Motion**

**Passes Unanimously**

**8. OPERATING POLICY – EDUCATION & ADVOCACY DEPARTMENT**

**Moved** by Bertolo, **seconded** by Farah that the Assembly temporarily suspend section 5.2.2 of OPERATING POLICY – EDUCATION & ADVOCACY DEPARTMENT to allow for the presentation of policies at SRA 18K – November 25, 2018.

- Bertolo went over the memo with the Assembly.
- Farah stated that Bertolo worked hard to figure this out.
- Gandzi stated that being on the Education team this allows them to have more time to not rush.

**Vote on Motion**

**Passes Unanimously**

**9. Approval of Ad-Hoc Committee – presentation attached**

**Moved** by Shingleton-Smith, **seconded** by Robinson to approve the mandate for the Communications, Advertising, and Student Engagement (CASE) Ad-Hoc Committee.

- Shingleton-Smith apologized for submitting this late. They went over the memo and presentation.
- Robinson felt that Shingleton-Smith covered this really well, and that the committee will be successful.
- Hackett asked why they would create an ad-hoc committee to promote services. Ceded to Shingleton-Smith.
- Shingleton-Smith responded that this committee would be best to share ideas and advocate.
- Epifano asked what the decision was to not have any MSU members on the committee. Ceded to Shingleton-Smith.

- Shingleton-Smith responded that when speaking to the marketing & Communications Director they suggested that it might be a challenge to get everyone out to the meetings.
- Warwani asked Shingleton-Smith to speak more about the consultations with Michael Wooder. Ceded to Shingleton-Smith.
- Shingleton-Smith responded that the MCD's job is promote. They stated that Wooder gave them a package that every promo exec gets for promotions training, and while the MSU does have a strong electronic posting strategy they have very large services that would receive poor engagement.

#### **Amendment**

**Moved** by Epifano, **seconded** by Sykes to amend section 2.1.3 to read as: "Vice-President (Administration) or designate"

- Epifano stated that they would like to see if they AVP (Services) would like to sit on this. They explained that the AVP has been doing a lot of outreach with services on what promo works and what doesn't and might provide valuable insight.
- Sykes stated that they are one the Services Committee and agreed with the statement.

#### **Vote on Amendment**

**Passes Unanimously**

#### **Back to Main Motion**

**Moved** by Shingleton-Smith, **seconded** by Robinson to approve the mandate for the Communications, Advertising, and Student Engagement (CASE) Ad-Hoc Committee, as amended.

- Florean asked if this committee would include the TwelvEighty Promotions Coordinator, and if Shingleton-Smith had thought of including the role. Ceded to Shingleton-Smith.
- Shingleton-Smith responded that they weren't included.
- Warwani stated that they were concerned that this committee would be redundant. They stated that the MSU has a lot of committees and they could all meet and do the tasks that CASE would do. Warwani felt that this will isolate when they were all supposed to be working together. They started that they didn't know how different this would be and felt that it would waste peoples' time.
- Hackett that the services were promoting to the best of their abilities and that the MSU needs to be making sure that they're giving services the resources to be successful. Hackett felt that creating this committee was convoluted and that it would be better to sit down with the services.
- Sykes asked how this committee differentiate from the Services Committee. Ceded to Shingleton-Smith.
- Shingleton-Smith responded that this committee was to look directly into service and MSU promotions.
- Robinson felt that the conversation has been misconstrued and that this wasn't a service issues committee, it was communications review. Robinson stated that there wasn't a current space in the MSU to critically look at their own comms strategy.
- MacLean recommended that the Assembly pass this motion. They stated that people wee passionate about bringing in more students and being able to communicate effectively.
- Hackett stated that nothing usually comes out of ad-hoc committees and asked if anything has happened prior to putting this one together. Ceded to Shingleton-Smith.
- Shingleton-Smith responded that committee have been struck in the past for consultation for the Student Activity Building, and that it didn't get in the way of trying to get student info.
- Sykes asked if this committee would have a budget or if it was just time invested. Ceded to Robinson.
- Robinson responded that there wasn't a request for a budget, but if the committee needed to have money then it would be his job to look into that.
- Robinson stated that every ad-hoc committee has a purpose and once they fulfil it the committee will disband. Robinson stated that during their year the MSU had a governance ad-hoc committee and their mandate was fulfilled as well.

- MacLean ceded their time to Sahil Karnani. Karani stated that they were in first year and that in terms of this committee it makes sense. They felt that they need to have a committee with people who know what they're talking about and thought that this committee would be very effective. Karani added that first year engagement would work a lot.

**Moved** by Sykes, **seconded** by Oketch to Call to Question

**In Favour: 30 Opposed: 2 Abstentions: 0**  
**Opposed: Robinson, Farah**  
**Motion Passes**

**Vote on Main Motion**

**In Favour: 25 Opposed: 5 Abstentions: 2**  
**Opposed: Warwani, Roshan, Espiritu, Anderson, Hackett**  
**Abstained: Salciccioli, Lee**  
**Motion Passes**

**10. Open Seats on Ad-Hoc Committee**

**Moved** by Shingleton-Smith, **seconded** by Ahmed that the Assembly open the following seats on CASE: Committee Chair and three SRA seats

- Shingleton-Smith stated that they would like to open the seats and elect at the next meeting.
- Robinson asked if the Chair needed to be elected from the SRA, and if there will be three SRA members and the chair. Robinson ceded to Shingleton-Smith.
- Shingleton-Smith responded that they would be.

**Vote on Motion**

**In Favour: 29 Opposed: 0 Abstentions: 3**  
**Abstained: Warwani, Roshan, Hackett**  
**Motion Passes**

**Nominations**

- Singleton-Smith nominated themselves - Chair
- Sykes nominated N. Singh – SRA member
- MacLean nominated themselves – SRA member
- Oketch nominated themselves – SRA member
- Bonk nominated themselves – SRA member

**11. Open one (1) MSU Seat on Provincial & Federal Affairs Committee**

**Moved** by Oketch, **seconded** by Florean that the Assembly open one (1) MSU Seat on the Provincial and Federal Affairs Committee.

**Passes Unanimously**

**12. Open one (1) SRA Seat on Provincial & Federal Affairs Committee**

**Moved** by Gandzi, **seconded** by Reddy that the Assembly open one (1) SRA Seat on the Provincial and Federal Affairs Committee.

**Passes Unanimously**

**Nominations**

- Ahmed nominated themselves

**TIME OF NEXT MEETING**

**Sunday, October 14, 2018  
5:00pm  
Council Chambers, GH 111**

**CALL OF THE ROLL**

<b>Present</b>	Ahmed, Anderson, Bertolo, Bishara, Bonk, Dominguez Florean, Emmanuel, Epifano, Espiritu, Gandzi, Grewal, Hackett, Ibrahim, Irfan, Isah, Kumaran, Lee, MacLean, Oketch, Reddy, Robinson, Roshan, Saliccioli, Shingleton-Smith, N. Singh, S. Singh, Sykes, Tejpal, Villasis, Warwani
<b>Absent Excused</b>	Arbess
<b>Absent</b>	Senthillmohan
<b>Late</b>	
<b>Others Present</b>	Sahil Karnani (MSU Member), Urszula Sitarz (AVP (Provincial & Federal Affairs)), Raquel Deperasinski (AVP (Internal Governance)), Uwais Patel (CRO), V. Scott (Recording Secretary)
<b>Chair</b>	Elizabeth Wong

**ADJOURNMENT**

**Moved** by Saliccioli, **seconded** by Lee that the meeting be adjourned.

**Passes by General Consent**

**Adjourned at 8:38pm**

/vs



# REPORT

*From the office of the...*

## Health Sciences Caucus

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TO: Members of the Student Representative Assembly  
FROM: Devin Roshan, SRA Health Sciences  
SUBJECT: SRA 18G Report  
DATE: Tuesday, September 17, 2018

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### **PROGRESS ON YEAR PLAN**

The Health Sciences caucus is thrilled to announce a wonderful start to the year and share some updates regarding our progress. We have been actively promoting MSU hiring over Facebook throughout the summer and into September—to ensure BHSc students continue engaging with the MSU. We began to notice constituents—particularly in first year sharing photos of their short-term medical service trips, and thus, we began sharing content from the 2016 Diversity Services campaign which explored the impact of voluntourism.

Over the summer, we began branding our content by updating our cover photo which translated into a great deal of visits to our page. Through inviting folks to like our page, we began at 605 page likes and achieved 831—a notable increase. Lastly, our outreach and presence has increased due to social media posts of our caucus during Welcome Week. We were able to have a full page dedicated to our role, the MSU, and how to get involved, within the Bachelor of Health Sciences Class of 2022 Handbook—printed and given to all first years.

We are also pleased to announce that renovations within the Health Sciences Library (HSL) will be coming to fruition. In July, Tushar and I met with the Director of the HSL—Jennifer McKinnell. At this meeting, we solidified plans for the HSL renovation that will allow for more study space. Since July, we have seen hundreds of books removed from the shelves as they are beginning the cataloging process, this is both tedious and time consuming, hence why renovations will be arriving in 1-2 years. We also began brainstorming short-term modifications in the meanwhile. Lastly, the director was receptive to the potential of piloting extended Saturday HSL hours in our meeting. We are hoping to follow-up in an October meeting to discuss the feasibility of this project.

### **PAST EVENTS, PROJECTS & ACTIVITIES**

Recently we hosted an event titled “FYC Info Session – Cookies and Coffee with SRA Health Sci” which had great constituent turnout. The event began at 2:30 pm and we ran out of cookies and coffee by 3:30 pm. We had a table with First Year Council (FYC) nomination forms, elections department paraphernalia (stickers etc.), SRA rave cards, and the SRA banner. To inform folks about this event we created an event page. We also contacted the BHSS Communications Coordinator and was granted access to posting in the class of 2022-year page, as previously, any non-BHSS affiliated group would not be permitted (flagged for spam). This event acted as our office hours and in the future, and we hope to continue small scale incentivized events. I was also able to act as a resource to constituents as a member of the elections committee. With that being said—I attended and assisted in the Elections 1A03 event, where I shared my

experiences running a campaign to students interested in FYC. I was also able to be featured within the FYC promotional video along with fellow SRA members on the elections committee.

### **UPCOMING EVENTS, PROJECTS & ACTIVITIES**

In October, we're hoping to begin creating a resource (brochure) that centralizes information about each MSU service. BHSc students already involved in them will share takeaways from their own experiences with the services, provide information pertaining to when and how to apply, and offer their contact information for students to ask personalized questions regarding the application process. Lastly, Tushar and I have been present in BHSS meetings the past few weeks and have been regularly giving our input to faculty specific discussions. We are happy to establish a great connection with our faculty society.

We are hoping to meet with the second year statistics professor to discuss accessibility concerns, particularly the potential of podcasting, as last year this was not an option.

### **CURRENT CHALLENGES**

N/A

### **SUCSESSES**

A huge success was the SRA presence at Welcome Week. We posted a truly iconic photo of our caucus that garnered a great deal of attention, we had lots of students asking questions, and adding us on Facebook. Tushar as a faculty rep and myself as a Maroon was the perfect way to bridge the MSU and our faculty. At faculty day Tushar was able to give a speech to the first years regarding what the SRA is and what we do.

We found that regularly contributing to our faculty society's discussions and also attending their meetings as an official observer to be particularly important. We hope to maintain this great connection with our faculty society.

### **OTHER**

We are excited to continue making progress on our year plan. I'm also writing this while dealing with the flu so I apologize if any part was unclear.

Truly,



Devin Roshan  
SRA Health Sciences  
McMaster Students Union  
[srahealth@msu.mcmaster.ca](mailto:srahealth@msu.mcmaster.ca)



# REPORT

*From the office of the...*  
**Humanities Caucus**

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TO: Members of the Student Representative Assembly  
FROM: Hargun Grewal, SRA Humanities  
SUBJECT: SRA 18G Report  
DATE: Tuesday, September 18, 2018

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## **PROGRESS ON YEAR PLAN**

In order to be on track with the goals and objectives our year plan entails we have been working to complete each objective step by step and have made progress on most of them. One of our goals was to promote student leadership initiatives across our faculty and we did this by promoting many volunteer positions such as the McMaster Humanities Society's Navy Network Coordinator Position as well as volunteer positions for the Pride Community Centre. We also wanted to focus on getting first years involved early on so we helped promote First Year Council elections and spoke to many students at Elections 1A03 as well.

Another objective of ours was to increase awareness on degree options and specializations available to first year humanities students and we wanted to achieve this in three ways. Through an email to every first-year student at the beginning of the year, leaflets in faculty bags during welcome week, and through an information booth set up early on in the year. The first method was a success because the faculty of Humanities did send out an email to every first-year student regarding degree specializations and prerequisites in the beginning of September. We are hoping to have the second method of leaflets in faculty bags take place next welcome week because we could not have that method ready in time for faculty bag preparation. We are currently working on the third method and are planning to have the information booth set up at the end of September or beginning of October.

## **PAST EVENTS, PROJECTS & ACTIVITIES**

Our project of making sure first year students received emails regarding their degree options and specializations was a success as they all received on in the beginning of September from the Faculty of Humanities. We have also increased our social media presence on Facebook by continually being active and posting/ promoting events. Other than that, we have not run any other events or completed any other project yet.

## **UPCOMING EVENTS, PROJECTS & ACTIVITIES**

An event we have coming up is our SRA Humanities information booth coming up at the end of September where students can come talk to us about their prospective specializations, how to get involved within the McMaster Students Union as well as our faculty and any other questions they may have.



**CURRENT CHALLENGES**

One of our current challenges has been changing our year plan goal from implementing a plan for an Arts Tavern to getting Humanities students access of the arts student space in LR Wilson. We want all of the Humanities students to either have a code or card to access the space. We know that a code already exists but many students do not know of it. Another challenge has been gaining access to our email account and twitter page which has hindered our ability to increase our social media presence as well communicate effectively with certain individuals in regards to our goals for the year. We have reached out and are still waiting for access to both accounts.

**OTHER**

Please feel free to reach out to our caucus with any questions, concerns, or comments you may have, we would love to hear your suggestions.

All the best,

Hargun Grewal  
SRA Humanities Caucus Leader  
McMaster Students Union  
[srahuman@msu.mcmaster.ca](mailto:srahuman@msu.mcmaster.ca)



# REPORT

*From the office of the...*

## Kinesiology Caucus

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TO: Members of the Student Representative Assembly  
FROM: Ushwin Emmanuel, SRA Kinesiology Caucus Leader  
SUBJECT: SRA 18G Report  
DATE: September 23<sup>rd</sup>, 2018

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### **PROGRESS ON YEAR PLAN**

Dear Assembly,

I hope that with the start of the new year you are all doing well in your respective courses and programs! Now that the school year is being kicked into high gear there are many platform points that I have been working on, building a strong foundation for each of the objectives so that they may be further developed and achieved in the future. Below are the objectives that I have been tackling so far after the start of the new year.

#### **Objective #2: Student space for Kinesiology Students**

With space being extremely limited on campus I have been conversing with both the AVP Finance and VP Finance about spots on campus that may be opening up due to the construction of the SAB and Peter George building, hoping to find a spot that we could claim to set up the lounge. I have also been in conversation with past McMaster Alumni's that have contributed in creating their own faculty lounges, so that I may create a document on steps that need to be completed in order to get a lounge approved. One main problem is that the work for creating a new lounge has been lost over the years and I plan to change that. Realistically creating a lounge within my time on SRA is unlikely, it is a process that may take a few years. By creating this document, those after me will be able to continue what I started rather than starting from scratch all over again.

#### **Objective #4 Regaining the Kinesiology Caucus email and all social media platforms**

After getting in contact with Pauline, I was able to regain access to the SRA Kinesiology email and went through all the unread emails to understand what could still potentially be addressed. I am also attempting to reset and gain access to the Caucus twitter account and I have yet to hear back from Twitter.

Other than my objectives I have been able to establish a strong connection with the Kinesiology Society, being actively involved in their plans and ideas for the upcoming school year. To increase our outreach to first years during Welcome Week, myself and my position on SRA was introduced to the first year constituents.

**PAST EVENTS, PROJECTS & ACTIVITIES**

I spoke with the Undergraduate chair of the Kinesiology department, Dr. Audrey Hicks, quite recently to see if she would be in favour of aiding the Kinesiology Society and Kinesiology Caucus in finding a space for a Kinesiology lounge. She was quite interested and advised me to speak with Dr. Martin Gibala, the Chair of the Kinesiology department, since he would be able to provide more resources and advise.

**UPCOMING EVENTS, PROJECTS & ACTIVITIES**

Since there is an empty seat on the Kinesiology Caucus I plan to run an event at the Kinesiology Society office with coffee and cookies from Union market so that more people will come out and learn about SRA to spark their interest in the available position. I plan to do this in October when FYC council elections are over and the Election department releases the by-election date.

**CURRENT CHALLENGES**

As of now, the only challenge I face is tackling all these objectives by myself since the other Kinesiology caucus seat was dropped. I would have liked to have more done by now, but because I am only one person rather than two, there is a lot less I can do for each objective. Rather than focusing on a few objectives at a time, I am attempting to spread my attention to each objective equally. Hopefully by the end of October I will have someone else that I may debrief and work with to accomplish all these objectives accordingly.

**SUCCESSSES**

Even though the work force on my caucus has been reduced by half I feel as though I have accomplished a lot in building a strong foundation in multiple different areas of my role as the SRA Caucus leader so that I may continue building these points throughout the year to come.

Sincerely,

Ushwin Emmanuel  
SRA Kinesiology Caucus Leader  
McMaster Students Union  
[srakin@msu.mcmaster.ca](mailto:srakin@msu.mcmaster.ca)



# REPORT

*From the office of the...*

## AVP Provincial & Federal Affairs

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TO: Student Representative Assembly  
FROM: Urszula Sitarz, AVP Provincial & Federal Affairs  
SUBJECT: SRA 18G Report  
DATE: Submitted September 18, 2018

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### **PROGRESS ON YEAR PLAN**

The summer and beginning of September held many opportunities to work on points from my year plan! It was also a great time to prepare for the year ahead and develop projects for my committee.

#### *Provincial MacVotes Campaign*

Throughout May and June, I worked closely with Stephanie and the Communications department (especially Haley Greene and Michael Wooder) to refine and execute the campaign. The timing of the election resulted in a heavy online presence to encourage students to vote, which was quite successful. I ran the MSU Advocacy facebook page and Stephanie handled the twitter account, and we saw a lot of interactions and engagements with our posts.

On May 29, we held a Candidates Debate in the MUSC Atrium with a fantastic turnout! The atrium was packed, to my great happiness, of students, staff, and community members. Four candidates were invited and in attendance: Peter Ormond (Green), Sandy Shaw (NDP), Ted McMeekin (Liberal), and Ben Levitt (PC). Stephanie, Wooder, and I wrote the base questions for the debate and we took a few from the audience that were edited for clarity and tone.

The results showed a large shift for Queens Park. A 58% voter turnout (the highest turnout since 1999) resulted in a PC majority and a new MPP for Hamilton West-Ancaster-Dundas NDP Sandy Shaw. Our riding had voter turnout of approximately 67%. A high voter turnout is very important for our lobbying efforts, as it shows that we are engaged constituents who will affect the results of the next election. Spicy!

#### *UCRU Budget Submission*

I finalized the Budget Submission on behalf of the Undergraduates of Canadian Research-Intensive Universities (UCRU) with the help of Stephanie and the new UCRU steering committee. I worked to ensure we met the main criteria from the committee: that the recommendation enhances the competitiveness of Canada. This was quite easy, as a more accessible post-secondary education system acts as a pathway for many students to accomplish their goals. We had some last minute changes after the Chair of UCRU consulted with the U15 lobbying group, which was ultimately handled with grace from all parties (especially Steph!). We submitted one recommendation to the Federal Finance Committee, on converting the federal tuition tax credit to upfront grants, and formatted the document according to UCRU brand standards. This was done with the

guidance and expertise of Communications Director Haley Greene!! Stephanie submitted the document and received confirmation from the government that it went through. At this point, we are currently waiting to hear back from the committee on next steps.

### *OHIP for International Students*

After Stephanie and I consulted each other on what we hoped the OUSA priorities would be for the upcoming year, she fought hard for international student healthcare to be among these. International student healthcare is an OUSA priority for this year and was included at OUSA's first Policy Symposium. I wrote up a research brief and a report on the topic, outlining the evidence to support OHIP for international students. The health, social, and economic benefits are incredible and every argument against can be met with more reasons in support of allowing international students to access OHIP. This will hopefully be covered during OUSA Lobbying Week in the fall.

### *OUSA #textbookbroke Campaign*

The second run of the #textbookbroke campaign was an enormous success. Through both social media and tabling, we engaged a lot of students in the conversation of open educational resources, specifically open textbooks. A lot of students entered the contest at the table and I think this speaks to the timing of the campaign. We first ran it in January of this year, which many students remember; however, the atmosphere among students is quite different. Students are generally more excited, feel motivated, and are actively apart of campus life in the first few weeks of school. The Homecoming Festival on BSB field had constant heavy traffic, as did the table outside of the campus store. I am looking forward to the next week of online campaigning, we have lots of photos still to post, and to see what comes next. The campaign will be over by the SRA meeting but we are hoping to follow up with professors, students, and other stakeholders around campus.

Aside from my AVP role, I am currently completing an OER project with the MacPherson Institute. This gives me a lot of access to resources and to staff who are actively pursuing the adoption of OERs at McMaster. I'm hoping to use this project as an "in" for my AVP duties as well.

## **PAST EVENTS, PROJECTS & ACTIVITIES**

### *MacVotes Campaign*

As mentioned above, we ran a heavy online campaign to encourage students to vote in the Provincial Election. This involved platform summaries, local candidate information, how to vote instructions, and reasons to vote. We also held a candidates debate with four local candidates from the major political parties.

### *#textbookbroke*

We ran a contest, had a heavy social media presence that involved a lot of student participation and engagement, and promoted a Letter of Support for OERs that gained a lot of traction. This ePetition will be used in future lobbying efforts, as well as the results from other aspects of this campaign.

## **UPCOMING EVENTS, PROJECTS & ACTIVITIES**

### *OUSA Tuition Policy*

I am co-authoring the OUSA tuition policy that will be presented at the upcoming General Assembly. My section is Fair Payment Process, which includes the models by which tuition is calculated, late fee guidelines, and program- or course-based tuition assessment. This has involved a great deal of research and is so exciting! The PCRs were due at the beginning of September and the body text is due September 28.

### *OUSA General Assembly*

The most wonderful time of the year! Applications to be a delegate at the Fall OUSA General Assembly are open until **September 30 at 11:59pm**. It will be hosted at McMaster University (!! ) from November 2-4, 2018 and I highly encourage you to apply! OUSA GA is a fantastic opportunity to learn more about the sector and about post-secondary education advocacy!! We are currently hiring 5-7 delegates and it could be you.

### *Student Perceptions of Data Collection*

The PFA committee is running a survey of the feelings students have regarding demographic data collection. The Ministry of Education has spoken about using the Ontario Education Number (OEN) as a means to understand how students move through the Ontario school system. This has implications beyond retention; it would ultimately be used to develop and implement targeted programming. This is a part of OUSA's Comprehensive Access Strategy policy paper, which outlines barriers to post-secondary, including at the primary and secondary education levels. The survey will be open for a while, with periodic promotional blasts. I'm hoping to finalize the questions for the survey and the dates for it at the PFA meeting on Tuesday, September 18 and I will update you at the meeting.

### *Experiential Education at McMaster*

Next term, we'll be running an OUSA campaign about experiential education. In the lead up to this, my committee and I will complete a report about experiential education at McMaster to understand where our strengths, weaknesses, and gaps currently are. This data will be used to further customize the campaign to McMaster and will be continued in the wake of the campaign, to pursue lobbying efforts.

### *Metrolinx and Provincial Transportation*

I am in the process of forming a partnership with Metrolinx. They collect data on university students and I'm hoping to both aid them in that process and get access to the data they have. I have yet to hear back from them but it's only been a few days, so I will update further at the meeting.

## **VOLUNTEERS**

We're out here! PFA meets on Tuesdays at 5:30 in the committee room and we always welcome new members!! There is currently an SRA seat open for the committee and I'm more than happy to answer any questions or address any concerns you may have.

## **SUCSESSES**

The #textbookbroke campaign was great, especially huge shout-out to all of our volunteers and the Elisha, our Advocacy Coordinator!!

**OTHER**

It's my birthday on Thursday (Sept 27) so please be nice to me!! Also, apply for OUSA general assembly!

Cheers,

Urszula Sitarz  
AVP Provincial & Federal Affairs  
McMaster Students Union  
[avprovfed@msu.mcmaster.ca](mailto:avprovfed@msu.mcmaster.ca)



# REPORT

*From the office of the...*  
**ASSOCIATE VICE-PRESIDENT FINANCE**

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TO: Members of the Student Representative Assembly

FROM: Alexandra Johnston, Associate Vice-President Finance

SUBJECT: SRA Report

DATE: September 18, 2018

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Dear Student Representative Assembly Members,

## **Progress on Year Plan:**

Throughout the summer, I established my year plan in which I divided my year into three key milestones: summer, fall, and winter. I was able to make significant progress on my year plan throughout the summer and all of my tasks are completed or nearing completion.

I began by creating the SRA Special Projects application form to continue streamlining the application process. I have completed standing orders with both the Underground Media + Design and Union Market to accelerate the process when such requests come in. To date I have assisted Social Science, Engineering, Commerce and Health Science.

The bulk of the beginning of my summer was spent collaborating with the Clubs Administrator and the VP Finance to begin working on the External Clubs Discount card. I created a list of potential contacts for partnerships and started to build relationships. I connected with nearly thirty vendors and worked through various discounts for MSU Clubs. To date, I have solidified various discounts with Pita Pit, Snooty Fox, Mason Athletics, Bulk Barn, Lincoln Alexandre Theater, Hamilton Convention Centre, Westdale Cupcakes, and Union Market. I am still working on finalizing something with Fortinos and Westdale Baptist Church.

Building on my collaboration with the club's department, I will also be conducting a Finance and Sponsorship workshop for clubs to attend on September 18<sup>th</sup>. I will be presenting on how to properly budget, understanding the budget request form, how to track spending, sponsorship, and common mistakes in budget applications. This will help to ensure that students are aware of how to complete the budget request form and hopefully eliminate any confusion with claim forms early on.

I have also begun working on the Conference Fund application and an overall revamp of the Sponsorship and Donations Application. There will now be three separate forms, one for Sponsorship, one for Donations and one for Conferences. This will help to streamline the application process. I have begun the three separate application forms and I anticipate that the



Sponsorship and Donations Committee will vote on the new applications at our second meeting this term on October 3<sup>rd</sup>.

The SAB Space Allocation Ad-Hoc Committee also began meeting bi-weekly in July to prepare for our campaign in September. We discussed various ways to approach our campaign and decided to build upon the success of last year. We created a survey to gather students input on the interior design. Once classes began we had a table at ClubsFest to begin gathering students input and also a table at HoCo Expo. Our survey officially launched on Sunday September 9<sup>th</sup> and in less than two weeks we have almost 400 respondents. The survey will wrap up at the beginning of October with a report to the SRA to follow.

Lastly, one of my year long goals is to continue to foster MSU relationships with external partners. The External Discount Card has been a good step in this direction. I have also met with the Forge to discuss how they could use support from the MSU and I am looking forward to seeing where this partnership will go this year. I also plan to connect with CityLab in the near future.

### **Upcoming Events, Projects & Activities:**

The SAB Ad-Hoc Committee will continue to collaborate and gather students feedback throughout the month of September. We have a video coming out this week that will feature Justin, Chukky, and Ikram as a second round of promotion. We will also have tables in MUSC where we will be sitting offering student's free coffee cards to Union Market for completing our survey. Our survey will close towards the beginning of October and we will have a report to the SRA on our findings shortly after.

The Finance Committee met for the first time on Wednesday September 12<sup>th</sup>. All committee members were present, and we used the first hour to discuss expectations for the year and brainstorm potential projects. We will complete our year plan at our second meeting on September 19<sup>th</sup>. We will begin our SLEF Promo materials and promotions plan right away to prepare for the October 1<sup>st</sup> idea submission. We will also begin contacting the non MSU fee groups for review and to organize their presentations to the SRA.

The Sponsorship and Donations committee will be having their first meeting this Thursday September 20<sup>th</sup> to make their recommendations to the executive board. We will also be discussing the new application process at our second meeting on October 3<sup>rd</sup>.

The Program and Advisory committee will also be meeting soon to begin the process of gathering students feedback and making appropriate recommendations to Campus Events.

### **Current Challenges:**

Currently the Program and Advisory Committee has not been able to begin meetings. Although Kathleen and I connected over the summer, due to the fact that Welcome Week and Homecoming were so close together this year, it has been a slow start to committee work. Now that schedules are less hectic, I anticipate we will be meeting in the near future to discuss our plan for the year

**Volunteers:**

All volunteers have been present and actively participated in our meetings and discussions. I am excited for a great year with everyone!

Kind regards,  
Alex Johnston 😊

**Alexandrea Johnston**  
Associate Vice President Finance

**McMaster Students Union**  
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# REPORT

*From the office of the...*  
**Executive Board**

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TO: Members of the Student Representative Assembly  
FROM: Shemar Hackett, SRA Social Sciences Caucus Leader  
SUBJECT: SRA 18G Report  
DATE: September 18<sup>th</sup>, 2018

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Dear Members of the Assembly,

I will be updating you on the Executive Board meetings, particularly 18-08 and 18-09. There aren't as many updates this time around, but I will be reporting on MACycle, Diversity Services, EFRT, Food Collective Centre and Shinerama. Complete reports and minutes will be online on the MSU Executive Board website. Feel free to reach out if you have any questions!

### ***MAC Cycle – David Zaslavsky***

MACycle plans to have a Bike Auction on September 13<sup>th</sup>. David was concerned about getting the maroons to help on the day of the event, as in the past they have said they would help but no one showed up. He was assured that he will have a few volunteers to show up this year. I personally visited the bike auction and it was a great success! There were some pretty cool bikes at the auction and a few were sold for over \$100. There were also maroons present to help facilitate the event. MACycle is doing great so far!

### ***Diversity Services – Mijia Murong***

The execs for Diversity Services have been hired and trained. With classes starting back up, they have engaged with both WW reps and first years through AOP training, tabling at Clubsfest and being consultants on certain WW programming.

This year, they plan to explore Voluntourism. Students have approached them about on-campus parties promoting travelling to other countries with a NGO. They are currently looking into programming to address the issue and will release a statement condemning voluntourism. They also will be having a coffeehouse in bridges and they hope to meet new students at this event as well!

They have been having trouble finding an Indigenous Affairs Executive. They are now considering removing the position, as after much consideration they have realized that the position is a tokenistic way of including the indigenous perspective into their programming. EB advised them to consider consulting Indigenous students when it comes to certain programming on campus, rather than hiring a specific individual for the role to help with these current issues. Diversity Services has been doing an amazing job!

### ***EFRT – Samantha Aung***

They started off the year very strong with a promotional push and were able to get their emergency numbers to various faculties, residences and off-campus representatives for WW. They experienced a fewer amount of calls during WW than in previous years, but they expected this due to the fact that the headliner was more *chill* than in previous years. During WW they provided a mobile hydration station, and this helped promote their social media presence; EFRT has now raised their likes by 300 and received a 21% increase in online engagement since August.

An issue EFRT had this year was responder retention during WW. Many responders were also WW reps and had tighter schedules. EB made the recommendation that they consider making it a rule that responders cannot simultaneously be a WW rep and a EFRT responder as WW is the busiest time of year. As Sam wasn't at the last EB meeting, we plan to be updated soon on her thoughts about our recommendation. EFRT has been doing a great job!

### ***Food Collective Centre – Hannah Phillip***

The month of July had a low usage for Lockers of Love, but as of August they have seen a substantial increase in service usage which is great! The team went to various residences during WW to speak to first years about their new space and the programming they run throughout the year. The Good Food Box is now open for delivery! Last year they experienced issues with orders not coming through but have gotten a new system in place to hopefully prevent that from happening again. They have started planning for Trick or Eat which is the largest event they have during the year on Halloween Eve. Social media engagement is a challenge they have been dealing with but will have conversations with Wooder about how to use social media effectively. FCC is off to an amazing start!!

### ***Shinerama -Lauren Liu***

This is the final time that Lauren will be reporting to EB. Shinerama did amazing (as per usual) and raised just over \$100,000 for Cystic Fibrosis Canada!! Shinerama plans to host a bottle drive after HOCO and have a few more online events (TBD) to fundraise slightly more before wrapping up the entire campaign for the year. There were some issues with the volunteers and Lauren is currently in the process of administering a survey to determine what did and didn't work this year. Lauren will report at the next EB meeting to update us on the results from the survey. Overall, the events from WW were very successful and we beat Laurier online, despite having an earlier Shine Day date! We are all very proud of the Shinerama team for their hard work and dedication. Great work everyone!

### ***Welcome Week Coordinator Job Description***

After consultation with the VP (Admin), previous WW coordinators and members of the SSC, an updated WW Coordinator job description was put forward. The most notable change was shifting the start date of the position from February 1<sup>st</sup> to January 1<sup>st</sup>. The reason being that there are several meetings that occur throughout January that are beneficial to the transition of the new coordinator. This year, despite not officially starting until February, Josh still attended meeting throughout the month of January and has

stated these meetings helped to organize and situate himself with the role. To ensure future coordinators are adequately transitioned and compensated for their time, EB passed the updated job description with an earlier start date. If you have any other questions about this change feel free to reach out to me with any questions!

Best,

Shemar Hackett  
SRA Social Sciences Caucus Leader  
McMaster Students Union  
[srassci@msu.mcmaster.ca](mailto:srassci@msu.mcmaster.ca)



# REPORT

*From the office of the...*

## Vice-President (Administration)

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TO: Members of the Student Representative Assembly  
FROM: Kristina Epifano, VP Admin  
SUBJECT: SRA 18G Report  
DATE: September 18, 2018

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Happy September, I hope school is treating you well so far and wish you the best of luck with midterm season fast approaching!

### **PROGRESS ON YEAR PLAN**

#### High-Time Check Ins

I have begun to have my second round of one-on-ones with part-time managers and during our meeting I have them identify some busier times of year for themselves and their service. From here, I can input them into my calendar as reminders to check-in. I will also have a check-in meeting with them leading up to the busier times of years (ie, prior to campaign weeks, training weekends or large events). The high-times I was proactive with so far was with my peer support services PTM's as they recently had their training weekend. Leading up to the weekend, I maintained constant communication and in-person meetings when requested.

#### Establish a Hiring Schedule

Through consultation with Maddison (Operations Coordinator), Victoria (ASC) and from feedback from last year – we have finalized our hiring schedule for the year. I had originally wanted to move all positions into term 2 for hiring, but realized this wasn't feasible due to time constraints and administrative headaches. Our first round of hiring will take place in October – for all positions that have a start date earlier than May 1<sup>st</sup> they will be hired prior to November 1<sup>st</sup>. Our second round will take place in November, with fewer positions opening than last year, leaving majority of the positions to open after exams and into January.

#### Standardizing Hiring Practices

As our first round of hiring is quickly approaching, I have begun reviewing/creating Key Competencies for each position. These will be tailored to each position and act as tools for members of the hiring board when selecting candidates. Maddison and I will also be reviewing the logistics of how we hire, and find the most feasible way to make applications name-blind.

#### Renovate the Committee Room

This has come fairly far since my last report. We have a new co-working table, office chairs, lounge space and a new wireless printer. I have worked on creating a "shared" supplies area – next steps will be ensuring it is well stocked. I have been in contact with Avtek to help remove the old white board and install the new one – as well as hang the

new signage we had printed for the room. As well, I am still waiting on Facility Services to give me a quote on removing the pole and rewiring the electrical to have a power bar in the center of the table. I believe the space is working well, the long table has become an effective working space and over the next month I hope to report that it is complete.

#### Unifying Peer Support Training

Over the weekend of Sept 15-16, our peer support services took part in training weekend. The TRRA, AVP Services and I organized a morning of standardized training that all volunteers received – which included AOP, Peer Support and SACHA training. This was important to ensure all of our volunteers have a standard baseline of training and that it consistent across services. Our services then went into service specific training for the remainder of the weekend.

#### Crisis Protocol

The university recently created a Crisis Protocol/Guidelines for faculty and staff. I met with Allison Drew-Hassling from Student Support and Case Management to review this protocol – which will likely be coming out in October. I was able to circulate it to my peer support PTMs to receive feedback. The goal from the MSU side is to take this protocol and make small adjustments to create our own version of a crisis protocol/guidelines. I will be working closely with the PTM's to make adjustments where needed and this will hopefully be completed in time for second term, where we can then train volunteers on these guidelines.

#### Improve Welcome Week Programming

Welcome Week happened – and it seemed to be a successful one. This year, a new committee was created (STAC) and some really great programming was able to come out of this committee. Some of the strategic theme events I was able to successfully run were – Unpack: Party Culture with Scaachi Koul, Wellness Fair and our closing ceremonies MacFest. Huge shout out to Josh Marando for putting on an amazing Monday Night Lights and incorporating strategic themes into the evening so smoothly. The committee found ways to incorporate strategic themes into enjoyable events for first year students, I couldn't be happier with the programming that came out of the committee this year.

#### Increasing SRA Transparency

Through conversations with Tony from Avtek, Wooder and Scott – we have a plan to now start livestreaming SRA meetings on Facebook. These livestreams will be housed under a new page that we are creating, Student Representative Assembly or MSU Governance. This new Facebook page will solely be informational and promoting the SRA – including sharing infographics about the SRA, general updates, and livestreaming. The AVP Internal Governance will be the main admin of the page and work closely with the communications team to operate the page.

#### Work Towards a Safer Campus

This year leading up to Welcome Week, I wanted to be proactive and start conversations early with Meaghan Ross and Security Services. We were able to have meetings with both parties, and campus events to discuss Security's role at large events. We were able to have multiple briefings with the Maroons to ensure they felt comfortable going into the Welcome Week and all their questions had been answered. We invited Joe Zubek (Senior Manager of Security Services) to brief the Maroons and help answer questions they had going into the Friday night. It was positive to have security and maroons on the

same page that night and we got positive feedback at debrief that night. WGEN also trained Campus Events staff this year, briefing them on the role of peer support services, how to intervene and how to do warm-hand offs.

## **UPCOMING EVENTS, PROJECTS & ACTIVITIES**

### Review Welcome Week Planner Hiring and Compensation

This past summer I created a sub-committee at WWAC to review planner numbers and compensation. After our WWAC meeting on September 27<sup>th</sup>, we will determine meetings for the committee and our review will take place over the fall months. Our plan is to receive feedback from planners about the number of planners per faculty, as well as make decisions on compensating planners – where the money will come from and how much they will be paid. After many challenges with planners this year, myself, Josh Marando and Michele Corbeil will be reviewing the planner hiring practices that occur under each faculty. We will be working with faculty societies to find a more standardized way to select planners, ensuring that selection is being made on proper merits, while still giving faculties some autonomy.

### Review Welcome Week First Year & Rep Feedback

We decided to release a shorter feedback survey to students this year – solely focusing on Strategic Priorities and Themes. After the survey has closed, we will be looking over the data and making recommendations for next year. Michele and I have also decided to hold some in-person feedback working groups for reps, this will take place in October.

### PTM Meetings

The first PTM Meeting will be held October 1<sup>st</sup> – very exciting. I put out a survey to gauge what PTM's would like to get out of our meetings and things they would like to discuss. I was able to create an outline for PTM meetings that I think will be valuable and effective for part-time managers. These meetings will focus on open discussions about challenges, opportunities to collaborate and team bonding.

### Working Towards a Safer Campus

Continuing to build off of welcome week, I will be having meetings with Meaghan and Joe separately to discuss plans for year and how to continue to build a relationship between the union and their departments. I am thankful for the positive relationship I have with Meaghan and am looking forward to finding ways we can support each other throughout the year. By continuing our conversations with Security Services, we can ensure students' needs are being met on campus, as well as how we can enhance their relationship with the Maroons and our Campus Events Department.

## **OTHER**

We survived Welcome Week (I'm still tired), services are operational, everyone is thriving yay!

Warmest Regards,

Kristina Epifano  
Vice-President (Administration)  
McMaster Students Union  
[vpadmin@msu.mcmaster.ca](mailto:vpadmin@msu.mcmaster.ca)





# REPORT

*From the office of the...*

## Elections Department

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**TO:** Members of the Student Representative Assembly  
**FROM:** Uwais Patel, Chief Returning Officer; Iku Nwosu  
**SUBJECT:** Tentative Elections Schedule for 2018/2019 Year  
**DATE:** September 16, 2018

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**Dear Members of the Assembly,**

As per our bylaws, we are presenting a tentative timetable (proclamations, nomination periods, meeting dates, campaigning periods and polling dates) of the MSU Elections Cycle. If there are any changes to this schedule, an update shall be provided.

Regards,

**Uwais Patel**

Chief Returning Officer (CRO)  
McMaster Students Union  
[elections@msu.mcmaster.ca](mailto:elections@msu.mcmaster.ca)

**Iku Nwosu**

Outgoing Chief Returning Officer (CRO)  
McMaster Students Union

# Elections Schedule

## First Year Council (FYC) Elections

<b>Proclamation</b>	September 4, 2018
<b>Nomination Period</b>	September 4, 2018 - September 17, 2018
<b>All Candidates Meeting</b>	September 17, 2018
<b>Campaigning Period</b>	September 19, 2018 - September 26, 2018
<b>Polling Date(s)</b>	September 25, 2018 - September 26, 2018

## SRA October By-Elections

<b>Proclamation</b>	October 15, 2018
<b>Nomination Period</b>	October 15, 2018 - October 23, 2018
<b>All Candidates Meeting</b>	October 23, 2018
<b>Campaigning Period</b>	October 25, 2018 - October 30, 2018
<b>Polling Date(s)</b>	October 29, 2018 - October 30, 2018

## SRA November By-Elections

<b>Proclamation</b>	November 12, 2018
<b>Nomination Period</b>	November 12, 2018 - November 20, 2018
<b>All Candidates Meeting</b>	November 20, 2018
<b>Campaigning Period</b>	November 22, 2018 - November 27, 2018
<b>Polling Date(s)</b>	November 26, 2018 - November 27, 2018

## MSU Presidential Elections

<b>Proclamation</b>	December 3, 2018
<b>Nomination Period</b>	December 3, 2018 - January 10, 2019
<b>All Candidates Meeting</b>	January 10, 2019
<b>Campaigning Period</b>	January 13, 2019 - January 24, 2019
<b>Polling Date(s)</b>	January 22, 2019 - January 24, 2019

## SRA January By-Elections

<b>Proclamation</b>	January 7, 2019
<b>Nomination Period</b>	January 7, 2019 - January 11, 2019
<b>All Candidates Meeting</b>	January 11, 2019
<b>Campaigning Period</b>	January 13, 2019 - January 17, 2019
<b>Polling Date(s)</b>	January 16, 2019 - January 17, 2019

## SRA General Elections

<b>Proclamation</b>	February 7, 2019
<b>Nomination Period</b>	February 7, 2019 - February 27, 2019
<b>All Candidates Meeting</b>	February 27, 2019
<b>Campaigning Period</b>	March 1, 2019 - March 7, 2019
<b>Polling Date(s)</b>	March 5, 2019 - March 7, 2019

Should you have any questions, please don't hesitate to reach out to  
[elections@msu.mcmaster.ca](mailto:elections@msu.mcmaster.ca)