



Minutes for Meeting 1 (Council)

King's Students' Union 2017-2018

Sunday, September 17, 2017, 10:00am

Boardroom, Second Floor, A&A Building

Voting Members Present

President – Brennan McCracken

Student Life Vice President - Lianne Xiao

Financial Vice President – Zoë Brimacombe

External Vice President – Marie Dolcetti Koros

Board of Governors Representative – Julia-Simone Rutgers

Board of Governors Representative – Daniel Whitten

Day Student Representative – Cédric Blais

First Year Representative – Riel Tétreault

Science Representative – Frances Grace Fyfe

Non-Voting Members Present

Chair – Charlotte Sullivan

Scribe – Michael Greenlaw

Online Editor of *The Watch* - Hannah Daley

President of the Haliburton Literary Society – Clare Sully-Stendahl

Co-President of the Early Modern Studies Society – Keenan Livingstone

Services and Campaigns Coordinator – Michaela Sam (arrived at 11:00)

Hospitality Coordinator – Jennifer Nowoselski (arrived at 11:00)

Regrets

Communications Vice President – Cassie Hayward

Arts Representative – Drew Guyan

Residence Representative – Lucia F. Helder

Journalism Representative – Vacant

Member-At-Large - Vacant

Called to order at 10:04am.

The Chair recognised that the meeting took place on unceded, traditional Mi'kmaq territory.

1. Adoption of Agenda

The agenda was adopted.

2. Approval of Minutes from April 6th, 2017

Brennan McCracken moved to go to camera at 10:06am.

The motion was approved.

Council moved to go ex-camera at 10:24am.

The motion was approved.

Brennan McCracken moved to strike the chair report.

Motion passed.

Minutes were approved.

3. Oral Reports and Goals of Councillors

Frances Grace Fyfe said that she was looking forward to a science student social sometime in the coming fortnight. Frances said she is settling into the swing of things.



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Riel Tétreault said that he is going to encourage people to run for first year representative.

Cédric Blais said that the Day Student Society was very active by providing free food to day students during Orientation Week. Cédric also noted their successful outreach with first year students, working on a Maritime Night in the Wardroom for September 29th, 2017.

Julia-Simone Rutgers said she had nothing to report.

Daniel Whitten said that he attended a Board of Governors meeting on June 22nd. Daniel reported good news about eliminating some fees: there was a preliminary report to put more students in work placements which aims to provide fair compensation for the students working in these scenarios. Daniel will be paying close attention to see how this plays out.

4. Reports of the Executive Committee (Attached)

4.1. Report of the President

Julia-Simone Rutgers asked if the community guidelines for the Wardroom were reconsidered regarding her concern for a previous Wu-Tang night.

Brennan McCracken responded and said the wardroom staff are the best people to ask, or during the Hospitality Coordinator Report.

4.2. Report of the Student Life Vice President

Daniel Whitten added that the Cochran Bay dawn has also stepped down.

4.3. Report of the Financial Vice President

Zoë Brimacombe added to her report that the Finance Committee is going to meet more frequently.

Daniel Whitten mentioned his concern for pre-council funding regarding O-week and wants to see a plan be put in place.

Julia-Simone Rutgers questioned if the executive of the University's Finance, Audit, and Risk Committee had the final vote regarding the 3% increase to tuition.

Zoë Brimacombe responded yes.

Brennan McCracken added that he hopes that in the future, student funding is given priority for ratifying societies.

4.4. Report of the External Vice President

Cédric Blais asked if the two new hired positions were new.

Marie Dolcetti Koros responded that no, although the project approach is new.

4.5. Report of the Communications Vice President

Brennan McCracken delivered the report on Cassie Hayward's behalf.

5. Reports of Full-Time Staff

Brennan McCracken motioned to recess at 10:52am.

Motion approved.

Council resumed at 11:00am.



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5.1. Report of the Hospitalities Coordinator

Zoë Brimacombe asked if there was a schedule for when soup will be available at the Galley. Jennifer Nowoselski responded no.

Julia-Simone Rutgers asked if the community guidelines for the Wardroom had been reviewed in reference to her concern regarding WuTang night.

Jennifer Nowoselski responded that although there was some discussion about it during the wardroom staff meetings, there are no confirmed community guideline changes yet.

5.2. Report of the Services and Campaigns Coordinator

Michaela Sam added to her report that she attended a Canadian Federation of Students General meeting. She attended the Women's Constituency, Racialised Student Constituency, Caucus of Small Universities, Maritimes Component, and Organisational and Services Development Committee. The meeting was well worth attending; she had a lot of conversations with the national staff team regarding receiving services from, and reaching out to local organisations around the country. Michaela benefited greatly from this meeting and highlighted its resulting positive influence.

Daniel Whitten asked if we were partnering with any other sexual health services.

Michaela Sam answered that the KSU orders products through the Bulk Purchasing Network of the Canadian Federation of Students and are using their discounted rates to help South House.

5.3. Report on Graduation Week 2017

Michaela Sam delivered the Graduation Week 2017 report.

6. Action Items

6.1. BIRT the King's Cycling Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

6.2. BIRT the King's Pride Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

6.3. BIRT the Dalhousie/King's Fashion Design Show Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Lianne Xiao amended that section 6.3 be read, "BIRT the Dalhousie/King's Fashion Design Show Society be ratified as a **Tier 2 society** for the 2017-2018 academic year."

Amendment second by Brennan McCracken.

Amendment passed.

Zoë Brimacombe asked about how the Dalhousie/King's Fashion Design Show Society receives enough funding.

Lianne Xiao answered that they have a fundraising team.



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Motion was passed.

- 6.4. BIRT the King's Jewish Book Club Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

- 6.5. BIRT the King's Foreign Film Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

- 6.6. BIRT the King's Chess Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

- 6.7. BIRT the St. Andrew's Mission Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

- 6.8. BIRT that the King's Wordsmiths Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

- 6.9. BIRT the King's Outdoor and Sustainability Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

- 6.10. BIRT the South House be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Zoë Brimacombe and Lianne Xiao abstained as they are members of the South House Society.

Motion was passed.

- 6.11. BIRT the Nova Scotia Public Interest Research Group be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

- 6.12. BIRT the Dalhousie/King's Bike Society be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.



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- 6.13. BIRT the Unconscious Collective be ratified as a Tier 1 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

*Lianne Xiao amended that section 6.13 be read, "BIRT the Unconscious Collective be ratified as a **Tier 2 society** for the 2017-2018 academic year."*

Amendment Second by Brennan McCracken.

Amendment was passed.

Motion was passed.

- 6.14. BIRT the Haliburton Society be ratified as a Tier 2 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Clare Sully-Stendahl spoke towards the importance of the Haliburton Society.

Brennan McCracken thanked Clare and Keenan Livingstone for attending the meeting.

Daniel Whitten abstained as a Haliburton Society member.

Motion was passed.

- 6.15. BIRT the King's Theatrical Society be ratified as a Tier 2 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Motion was passed.

- 6.16. BIRT the Early Modern Studies Society be ratified as a Tier 2 society for the 2017-2018 academic year.

Moved by Lianne Xiao.

Kennan Livingstone added that they are hosting the conference again this year as well as reaching out to the broader King's community.

Motion was passed.

- 6.17. BIRT the Wordsmith's Society receive \$33.10 in contingent funding to purchase hot chocolate, tea, and baked goods for their Fall AGM on September 21st.

Moved by Zoë Brimacombe.

Finance Committee has no recommendation.

Zoë Brimacombe noted that finance committee could not meet before the meeting.

Motion was passed.

- 6.18. BIRT the King's Foreign Film Society receive \$35 in contingent funding to purchase baguettes and assorted cheeses for their first film screening of the 2017/18 year on September 21st.

Moved by Zoe Brimacombe.

Finance Committee has no recommendation.



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Motion was passed.

- 6.19. BIRT the Haliburton Society receive \$1746.32 in non-contingent funding to cover the costs of their operations throughout the year, including food and drinks for both regular meetings (biweekly, beginning September 20th) and the Fellows Dinner, banking fees, and five acquisitions.

Moved by Zoë Brimacombe.

Finance Committee has no recommendation.

Clare Sully-Stendahl added that the slight increase (\$15) in funding from last year is because of banking fees, and also to add budgeting towards the dinner.

Daniel Whitten abstained as a Haliburton Society member.

Motion was passed.

- 6.20. BIRT _____, _____, and _____ be elected members of the KSU Finance Committee for the 2017-2018 academic year.

Zoë Brimacombe nominated Angela Capobianco, a prior member of finance committee and active day student; Mary Innes, an executive of the Pride Society and HOST society; Levi Clarkson, an active volunteer, who believes in transparency, cares for KSU, and looks forward to making a positive influence; and Katie Buckley, a member of finance committee for the past two years, very involved, has a busy semester, and would like to make a commitment to the KSU.

Julia-Simone Rutgers asked whether Brennan had advertised openings for the Finance Committee.

Brennan McCracken responded that there was.

Julia-Simone Rutgers asked when these advertisements were posted.

Brennan McCracken responded that they were posted a week prior to the meeting.

The blanks were filled with unanimous consent.

Motion was passed.

- 6.21. BIRT _____, _____, and _____, be elected members of the KSU staff person search and review committee for the 2017-2018 academic year.

Brennan McCracken nominated Alexandra Sweny who has been involved in KSU over her time at Kings and she wants to become more involved.

Julia-Simone Rutgers self-nominated herself as a previous exec member, a very involved student, and someone who wants to bring her experiences forward to benefit the committee.

Brennan McCracken nominated Allison Lord who wants to share her experience and perspective towards the committee.

Brennan McCracken nominated Brianna Dunn who has excellent knowledge of this committee.



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Daniel Whitten spoke in favour of Julia-Simone Rutgers. Daniel said she is very vocal and experienced working with KSU and staff people and that having her experience on this committee would be beneficial.

The Council moved to a vote.

The blanks were filled with Julia-Simone Rutgers, Brianna Dunn, and Allison Lord.

Motion was passed.

- 6.22. BIRT, and be elected to the University Food Services Advisory Committee for the 2017-2018 academic year.

Brennan McCracken moved to table the motion.

Zoë Brimacombe seconded this motion.

Brennan McCracken explained the reason he tabled this motion is because students are currently unaware and unfamiliar with how Chartwells operates because it is a new catering company to Kings. Brennan wants students to have more experience eating at Chartwells. He encourages for curious people to get involved.

Movement was passed.

7. New Business

- 7.1 Lianne Xiao moved to add the Day Student Society to be a tier 2 society for the upcoming 2017-2018 school year.

Cédric Blais added that the DSS does not anticipate the DSS requesting funding this year. Cédric highlighted that he is in favor of this motion as current President of the DSS.

Cédric Blais abstained as a member of the DSS.

Motion was passed.

- 7.2 Brennan McCracken reminded members of the next council meeting at 10:00am on Sunday, October 1st.

8. Adjournment

Lianne Xiao motioned to adjourn.

Cédric Blais seconded the motion.

Meeting adjourned at 12:03pm.



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Report of the President

Brennan McCracken

KSU Council

September 17, 2017

1. Internal – Union Affairs**1.1. Orientation Week**

- We are proud that the KSU operates one of the last student-run orientation weeks in the country, and this year's orientation week—dubbed ASTRO-WEEK 2017—was a huge success. The week provided incoming students with a huge range of events, information and supports to help them feel safe, comfortable, and at home at King's: we held a number of energetic dance parties and concerts, held space for students who were seeking quieter activities, and planned everything we did within an anti-oppressive framework to make the weeks' events as inclusive as possible to all.
- Thank you to everyone who helped make the week such a success: our staff people, the student managers and staff of the Wardroom and the Galley, our incredible team of student leaders (some of whom are also KSU councillors!), and most importantly to the 2017 KSU Orientation Week Coordinators Gina Grattan and Hannah Sparwasser Soroka. Look forward to the Coordinators presenting a final report to council in the near future!

1.2. Wardroom Event Organising

- This year, we'll be working closer with the Wardroom to organise events together in our campus bar. This month, we're working to provide opportunities for students to learn more about sexual violence and consent culture, and the ways in which these topics intersect. I am currently working with Paisley Conrad, one of the student managers of the Wardroom, to plan a panel on the subject of sexual violence and the law on Thursday, September 28th. Stay tuned for more information on the panelists and how you can submit questions for discussion!

1.3. Galley Space Agreement

- I have been working with Jennifer Nowoselski, the KSU's Hospitalitys Coordinator, to draft a new space agreement for the King's Galley. The Galley occupies a 400 square foot space adjacent to the Wardroom and has been operating without a space agreement since December 31st, 2017. We are currently in negotiations with University President Bill Lahey and University Bursar Bonnie Sands about the space agreement and hope to sign a new agreement as soon as possible. We hope to ensure that the new agreement represents the current operations and independence of the Galley, and allows for flexibility and growth in the future. I plan on calling a meeting of the Galley Board of Directors to review the draft agreement before the end of the month.

1.4. Grad Week 2017

- I helped to facilitate and attend a number of events during KSU Grad Week. Events included:
 - A final Sodexo breakfast—with tater tots and mimosas!—in the Wardroom;
 - A final FYP lecture, delivered by Dr. Elizabeth Edwards and Dr. Daniel Brandes;
 - A free barbecue in the Quad before Encaenia rehearsal;
 - And a grads-only final Wardroom night.

I also had the privilege of attending Encaenia to celebrate the accomplishments of the graduating class. Many thanks to our staff people, and the rest of the folks who helped to make Grad Week 2017 such a success!



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2. External – University

2.1. Sexual Violence Awareness, Prevention and Response Policy Committee

- Students continue to be a leading force on the University's Sexual Violence Awareness, Prevention and Response Policy Committee. I have been working with the other student representatives and Rebecca Stuckey, Outreach and Education Coordinator for the South House Sexual and Gender Resource Centre to ensure the draft policy is survivor-centred, trauma-informed, and supported by dedicated University resources.
- I look forward to the committee bringing the draft policy forward for student and community consultation and working with other committee members to make these consultations accessible to students: this means providing multiple ways of submitting feedback, planning multiple in-person consultations with students' busy schedules in mind, and working to ensure that there are active listeners or other support people present at consultation sessions to make them as safe as possible.

2.2. Board of Governors Meeting (June 22, 2017)

- On June 22, 2017, I attended a meeting of the King's Board of Governors with our two Board of Governors Representatives JS and Daniel. I also attended meetings of the Budget Advisory Committee and Finance, Audit and Risk committee in place of our Financial Vice-President Zoë, who was away for the summer. All of these led up to the Board of Governors voting on, among other things, the King's operating budget for the 2017/2018 fiscal year.
 - The budget included a proposed 3% increase to tuition fees, the maximum increase currently allowed by the province. The timeline of the budget process meant that this budget was voted on during the summer, when the vast majority of students—those who are most directly impacted by these increases—were not on campus.
 - The barrier posed by such high fees is an issue that King's students care deeply about, so we provided an opportunity for students to express how these increases affect them. I drafted a letter to members of the Board of Governors, and posted this letter to the front page of the KSU website. Volunteers gathered to call other students and encourage them to sign the letter, and within a matter of days nearly 100 King's students sent emails to members of the Board of Governors expressing their disappointment in a budget that includes any increases to tuition or fees.
 - At the Board meeting on June 22, The Board of Governors passed a budget for the upcoming year and voted to:
 - freeze ancillary and auxiliary fees for 2017/2018 (including residence fees, meal plan fees, etc.);
 - and eliminate the technology fee (a \$100 fee created in 2013 that had been suspended for the past two years)
 - While these decisions come as the direct result of student organizing and demonstrate that our action works, we cannot be complacent. The budget that passed still included a 3% increase to tuition fees and King's students still pay among the highest fees in the country. We need to remain vigilant in our message: students are in crisis, and the University needs to reduce tuition fees now.
- #### **2.3. Humanities for Young People Workshop**
- In July, I was thrilled to work with KSU Student Life Vice-President Lianne Xiao to facilitate a workshop on activism and organizing for students in the Humanities for Young People program. Together with the students, we debunked myths about activism and apathy, chatted about how to run effective campaigns, and shared skills, ideas and strategies for



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collectively working towards social change in our own communities. Thank you to Dr. Sarah Clift and Dr. Laura Penny for asking us to present and to the HYP students for sharing their energy—it was a fun and inspiring afternoon! I also had many meaningful conversations with students, faculty members, and members of the Dalhousie Elders-in-Residence program.

3. External – Other

3.1. Canadian Federation of Students - Nova Scotia

- I attended a Conference from September 1st-2nd. The KSU did outreach about our campaign to fight tuition fees at the Conference.

3.2. Canadian Federation of Students National General Meeting

- Between June 3 - June 9, delegates from the KSU travelled to Ottawa to represent King's students at the 70th Semi-Annual National General Meeting of the Canadian Federation of Students. I attended the meeting, which brought together nearly 80 member local student unions representing 650 000 students from coast to coast along with Zoë Brimacombe (KSU Financial Vice-President) and Michaela Sam (KSU Services and Campaigns Coordinator). We worked with 200 other delegates to shape the work that the Federation will do with its campaigns and services over the next year.
- The structure of the meeting allowed us to bring the specific concerns of King's students to the national conversation in a variety of meeting spaces. In addition to plenary sessions, I represented King's students in meetings of Budget Committee, in the Nova Scotia Component, in the Queer Constituency Group, and in the Caucus of Small Universities.
- Through workshops and panel presentations, the meeting placed the work of the student movement within an anti-oppressive framework and noted its parallels with other movements for social justice: we are allied with those who are fighting to protect water in indigenous communities, with those resisting Canada 150's celebration of colonial violence, and with those who are fighting for equitable working conditions and a fair wage.
- Delegates also voted to pass three emergency motions brought forward to the meeting: First, delegates were in favour of supporting Beatrice Hunter, an Inuk grandmother and member of the Labrador Land Protectors, who was removed from her land and jailed for ten days for her actions in opposition to the Muskrat Falls project;

Second, delegates were in favour of supporting the amendment to Bill S-3, which would address discrimination against Indigenous women and their descendants in the Indian Act. This amendment would finally place Indigenous women and their descendants on an equal footing with Indigenous men and their descendants, with respect to acquiring and transmitting Indian status;

And lastly, delegates were in favour of a motion to condemn recent actions of Memorial University of Newfoundland and support students in Newfoundland and Labrador fighting for free, equitable education.

3.3. Halifax Typographical Union Solidarity

- On June 16th, I attended a rally in support of then-striking Halifax Typographical Union members with KSU Services and Campaigns Coordinator Michaela Sam. While those workers have now reached an agreement with their employer, I hope to continue our advocacy for (student) workers' rights and continue building solidarity with the labour movement throughout the upcoming year.



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Report of the Student Life Vice-President

Lianne Xiao

KSU Council

September 17th, 2017

1. Internal – Union Affairs**1.1. Orientation Week**

- Most of my summer was spent supporting our two Orientation Week Coordinators, Gina Grattan and Hannah Sparwasser Soroka, and I am happy to report that Orientation Week was a huge success! They organized a safe and amazing week filled with many different events to support all incoming students. I wish them the best in their year to come!

1.2. Societies

- Society ratification packages were available starting September 11th, 2017 and I was excited to see a number of those packages fill my mailbox this week. King's societies are near and dear to my heart as they make up so much of our community. This year, Michaela (SCC), Zoë (FVP), and I updated our society ratification packages to better support the needs of our members. This year, we've included Council dates, so societies know ahead of time when to submit ratification packages as well as funding requests.
- Zoë and I have also scheduled our society training session for the evening of September 27th, 2017. We'll be putting together an updated comprehensive training session to better support our societies and their executive members.

1.3. CUBE

- CUBE, the Union's intramural athletics program, has returned for the 2017/18 year! I'm so excited to work with our amazing CUBE Coordinators this year, Ellen Zagar and Cooper Toogood. CUBE ran a successful dodgeball game during Orientation Week and will continue hosting great sporty events every Tuesday and Thursday. I'll be working with Ellen and Cooper to discuss the direction they want to take CUBE this year. I'll also work with them to increase first year student participation and CUBE advertising around King's!

2. External – University**2.1. University Hiring Committees**

- Over the summer, I sat on the standing committee for Residence Life, which oversaw the hiring of new and returning Dons for the 2017/18 year. All dons undergo a two-week comprehensive training session and King's has an excellent team for the upcoming year.
- I'm also sad to report that Assistant Dean, Kristian Rafuse, has moved on from King's. I've been representing students on the standing committee for Residence Life to find a replacement for the position.

2.2. Student Health and Wellness Committee

- Over the summer, I attended the Student Health and Wellness Committee in the place of our External Vice-President, Marie Dolcetti Koros. Essentially, Dalhousie Health Services and Dalhousie Counselling Service have merged into one access point. Last winter, they reviewed the drop-in system and have made changes to shorten and eliminate the waiting list for those seeking counselling. In addition, medical files are now shared between the two services, but students are given the option to opt-out.

3. External – Other**3.1. KSU/SUNSCAD Picnic**

- This Saturday, from noon-3pm, the KSU and SUNSCAD are partnered up to host a "Meet Your Sibling Potluck!" As sibling schools, this was be a great opportunity for students from



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both campuses to eat, mingle, and learn about our respective student run and owned food spaces.



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Report of the Financial Vice President

Zoe Brimacombe

KSU Council

September 17th 2017

1. Internal – Society Funding**1.1. Funding Form**

- The Society Funding and Printing Request Form has been updated, and is now available outside the KSU office and online

1.2. PRIDE Funding

- The executive committee voted to pass the following motion, given that the funding requested was for an event happening before our first council of the year:
- Be it resolved that the King's PRIDE Society receive \$25 in contingent funding to purchase craft supplies for a button making event on September 12th in the Wardroom.
Moved by Zoe Brimacombe
- Given the timing of council this year, this was a good solution. In the future, I recommend that FVPs deal with similar situations on a case-by-case basis.

1.3. Finance Committee

- I want to say a huge final thank you to Angela Capobianco, Leila Salem, Katie Buckley, Marie Dolcetti Koros, and Jacob Baker-Kretzmar, the members of finance committee for the 2016/17 year. I'm very excited to elect a new committee today, and to keep working with this committee throughout the year.

2. Internal – Budgeting**2.1. Process**

- I hope to begin KSU budget consultations in the first week of October, culminating in a final draft budget posted on October 12th, one week before the Fall General Meeting.
- In addition to individual conversations with students, I hope to hold formal consultations with the executive, with council, and one open to all students. I will also set times to do outreach with the budget to answer questions and receive input, and will also accept input via email.
- Stay tuned for updates over the KSU social media, in TWAK, and on posters.

3. External – University**3.1. Finance, Audit, and Risk Committee / June 5th 2017**

- I attended a meeting of the University's Finance, Audit, and Risk Committee over the phone this summer.
- The 2016/17 audit was presented and approved.
- I spoke and voted against the proposed 3% increase to tuition, and the proposal to freeze all ancillary and auxiliary fees (except the MFA mentor fee). While the 0% increase is a step in the right direction, we need to see tuition and fee reductions immediately. Despite my vote and one other committee member's vote against the schedule of tuition and fees, the motion passed.
- As the student representative, I also voted against the proposed budget for 2017/18, noting that the priorities reflected in this budget, such as the investment in recruitment and retention without investment in students' mental health, decreasing the up-front cost of tuition, or improving accessibility, were not in line with the priorities of King's students. The budget passed.

3.2. Finance, Audit, and Risk Committee / September 7th, 2017



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- I unfortunately missed September's Finance, Audit, and Risk meeting due to my own scheduling error.
- The agenda included a financial update, updates on ongoing negotiations with the provincial government, and background on the Carnegie agreement.
- There were no decision items on the agenda, and I will get up to date on any additional information from the meeting.

3.3. Finance, Audit and Risk Committee / Year-long plan

- In addition to regular quarterly meetings, this year there will also be shorter "strategic" Finance Committee meetings, with the express purpose of doing long-term planning for Kings' future. The first of these meetings will be in October, and I will report on them to council

3.4. Budget Advisory Committee

- Budget Advisory Committee meetings began on Friday September 15th. Going forward, we will meet every two weeks to prepare the 2018/19 budget for the university.
- This first meeting was focused on the town hall that Bursar Bonnie Sands and President Bill Lahey have planned for this coming Tuesday. We went through the draft presentation and the committee raised a number of concerns. Based on the feedback given, this presentation will change significantly prior to the community town hall. I raised concerns about the fact that the consultation was planned without input from the BAC, leading to these last-minute changes.
- I encourage students to come to the university budget consultation sessions on Tuesday September 19, 2017 to hear about the university's plans for the coming years and to give input into the budget and its priorities. All details should be in your Dal email.

4. External – Other**4.1. Government/Student Roundtable**

- On April 19th Marie and I attended a Government/Student Roundtable as KSU representatives. We were joined by students from universities across Nova Scotia. Along with fellow Canadian Federation of Students – Nova Scotia (CFS-NS) members the Student Union of The Nova Scotia College of Art and Design (SUNSCAD) and the Mount Saint Vincent University Students' Union (MSVUSU), we presented CFS-NS' lobby document *Investing In The Future: Opening The Doors To Post-Secondary Education*.

4.2. Canadian Federation of Students Semi-Annual General Meeting

- I attended the CFS' 70th Semi-Annual General Meeting as a delegate of the KSU along with Brennan (President) and Michaela (SCC). I represented King's students in Budget Committee, the Maritimes Component, the Queer Constituency, the Women's Constituency, and in the Caucus of Small Universities, as well as in full-group plenary spaces. I was happy to be able to report on the excellent work we are doing at our local. Brennan will provide a more in-depth report, but I am also available for any questions.



Report of the External Vice-President

Marie Dolcetti-Koros

KSU Council

Sept 17 2017

1. Internal – Union Affairs

1.1. Campaigns

- I was excited to start the year promoting our ongoing campaigns such as Fight the Fees and Consent is Mandatory, along with widespread engagement from students.
- The first Fight the Fees meeting was held on Tuesday Sept 12. We discussed a strategy for the year.
- A campaigns material order arrived in early September free as a benefit of membership in the Canadian Federation of Students. We received materials for the Mental Health and Not Your Stereotype campaigns and continue to stock a number of other campaigns materials in the KSU Office.

1.2. Union Hired Positions

- Over the course of the summer the Executive discussed the nature of the two Union Hired Positions. The two positions will focus respectively on mental health and supporting racialized students in a project based approach. Understanding that both these areas require specific attention, the projects will aim to establish how the Union can address both of these issues. Pending further consultation and discussion, these projects will be clearly outlined in the following weeks with the aim to begin hiring for these positions in November. I will keep you updated on the progress and nature of these projects.

2. External – Other

2.1. Canadian Federation of Students Nova-Scotia Executive Meeting

- I attended an executive meeting of the Canadian Federation of Students- NovaScotia in April as the local 11 representative. Member locals presented reports and reviewed the 2016-2017 academic year. Based on feedback from locals, the executive prepared a campaigns plan to advance organising efforts in the province on issues such as tuition fees. President Brennan McCracken attended the executive's summer meeting in my place while I was out of town for work.



Minutes for Meeting 1 (Council)

King's Students' Union 2017-2018

Sunday, September 17, 2017, 10:00am

Boardroom, Second Floor, A&A Building

Report of the Communications Vice President

Cassie Hayward

KSU Council

17 September 2017

1. Internal – Union Affairs**1.1. Orientation Week**

- Hats off to our coordinators and to everyone involved! I was fortunate to be able to lend a hand throughout the week. I was mainly in the office to make sure volunteers could get all the materials they needed, but I was also able to make a new sign for "What's New in the KSU"!

1.2. Scribe

- This past week I have been able to spend some time with our scribe Michael to go over templates for the minutes, as well as procedural aspects of the position.

1.3. TWAK

- During Orientation Week we were able to get 162 new people following TWAK! These additions mean that almost the entire FYP class is on the list this year. I spent a long time transferring their names, emails and class year from paper into an excel spreadsheet. The first edition of TWAK for the academic year went out on Sunday September 10th, and had 10% more opens than the previous mass email sent! TWAK events are also still up on the chalk board closest to the galley – so remind your friends to give it a read every Monday.

1.4. Bylaw Review Committee

- The Bylaw Review Committee will sit sometime within the next two weeks. There needs to be consultation on a referendum policy before we can sit.

1.5. Goals

- For the next month my goal is to stay on top of promoting events over social media and create more physical posters for KSU specific events. I have created three new posters for upcoming events, and am waiting on tentative details before I can post them!

License

Wardroom: We are in good standing with the liquor commission. Commissioners have been coming regularly to check the bar and have been happy with our security. There are no incidents to report.

Galley: We are in good standing with Nova Scotia Environment. Inspectors have been coming regularly and are happy with our space.

Staff

Wardroom Staff meeting: Mar. 25, 2017

- Debrief of the year.
- Welcome new Managers Paisley Conrad and David Woroner.
- Farewell to graduating staff.

Wardroom Staff meeting: Sept. 2, 2017.

- Training on operations, policies, responding to incidents and supporting members.
- Training on Naloxone, we now have a kit in the Wardroom.
- Discussion about harm reduction practices and why we don't have a dry O-Week.
- Discussion about new products.
- Discussion about programming and dreams for the year.
- Welcome new staff: Clare Workentin, Mitchell Tarrant, Heather Grant McLoughlin and Maxim Makarov!

Galley Staff Meeting: Apr. 8, 2017.

- Debrief of the year.
- Welcome new Manager, Brianna Dunn
- Morgan will be the first Galley Soup Queen
- Farewell to graduating staff.

Galley Staff Meeting: Sept. 2, 2017.

- Training on operations, policies.
- Discussion about new products.
- Unveiling of our new toaster and immersion blender.
- Discussion of new products.
- Dreaming up a new menu.

Space

Renovation:

Sound System: We have received approval to complete the sound system under the renovation. We have ordered our new components and are waiting for the order to arrive. We are now working with a new sound technician and we expect to complete installation by the end of October.

Permanent Lighting: We have continued to have meetings about the permanent lighting solution but have not heard an update on the plan moving forward. At this point, many of the light bulbs the Wardroom purchased need to be replaced. We don't have the funds to replace them.

I have met with Gerald on smaller projects, he is my point of contact for this now. We did a full walk through of the space and created a list of items that needed to be changed. This includes, but is not limited to:

- Cover for the ice bath – in progress.
- Rusting in the ice bath.
- Locks on cabinets – some locks were repaired. We are still having issues; we need stronger locks for these cabinets – especially the sound cabinet. We have been told that the cabinets have good locks and cannot be changed. These locks are regularly breaking and do not protect the gear stored in the cabinets.
- Cabinet doors – regularly breaking.
- Temporary lighting is now needing to be replaced.
- Sound equipment – in progress.
- Windows are sticking and some don't have screens.
- Pot lights have been falling out.
- Some lights flicker.
- Scratches on the floor from moving the Piano.

I will continue to meet with Gerald about the above.

Operation

Wardroom:

New Products:

- Nine Locks
- Bulwark is back!
- Tea North
- Garrison Seasonal Sour
- Caesars (I don't want to talk about it)

Programming:

This year we will be putting more intention into non-music night programming. We'll still have really amazing bands and DJs come through but we will also host panels, workshops etc.

Galley:

New Products:

- SOUP! (Thanks Morgan!)
- Tea North
- Black River Juice
- Tart and Soul

Summer Events and Projects

Space Agreement: Brennan and I have been working with the administration on complete the new Galley space agreement.

Food Service Agreement: Brennan and I worked with the Administration to develop the new food service agreement with Chartwells.

Bar Services: The Wardroom organized the bar service for over 20 weddings and events this summer.

MFA Program: The Galley opened for two weeks in August while the MFA students were on campus.

Orientation Week: I worked with the Orientation week team to organize safe events on our campus. The Wardroom continued to work on harm reduction and supporting our new students during their first week here. The Wardroom and Galley staff created (v. impressive) videos to welcome our new members. The managers for both teams welcomed our new members during the opening remarks in Alumni Hall.

Winter and Summer Report of the Services and Campaigns Coordinator
17 September 2017
Prepared for KSU Council by Michaela Sam

1. Graduation Week

- a. This past year, the KSU executive asked the Services and Campaigns Coordinator to organise graduation week alongside the executive and graduating class in lieu of hiring Graduation Week Coordinators as UHPs.
- b. There is a full report called Report on Graduation Week 2017 that details the events and recommends continuing to organise graduation week in this way.
- c. I have created internal logistic guides on specific aspects of Grad Week such as working with the Advancement Office on the Grad Class Gift.

2. Orientation Week

- a. Every year, the Services and Campaigns Coordinator helps to support the Orientation Week team to plan events for the incoming class. This year, I continued to try to create more robust records for Orientation Week that will be used to support next year's team.
- b. In addition to attending weekly meetings and providing every day support to the two coordinators and President and Student Life Vice-President, I also provided logistics support. That work included applying for our Bylaw exemption with the city, organizing our ethical purchasing order, and creating InDesign templates for the incoming student mail out and student and leader handbooks and schedules, among other tasks.

3. CFS General Meeting

4. Services

a. Sexual and Menstrual Health Products

- The Union offers a wide range of sexual health products. Starting in the spring due to the initiative of the Financial Vice President and External Vice President, we also began offering menstrual health products. We receive these menstrual health products from South House Sexual and Gender Resource centre.
- I made an order of sexual health products over the summer. We are again able to offer non-latex external condoms to our members among other products.
- I recommend the Union increase the sexual products budget line to \$650 if the Union wants to continue to offer products to provide our current variety of products.

b. Health and Dental Plan

- The Health and Dental Plan continues to occupy many hours of my work including supporting students with completing claims over the winter and summer.
- King's students share many services at Dalhousie but the health plan is not one of them. King's students are all a part of the Greenshield plan with the King's Students' Union, not Dalhousie's plan. Councillors can help to make sure their constituents are aware of the difference. When students submit claims to Dalhousie's plan accidentally it creates an unnecessary amount of paper work for the SCC.
- I prepared a report for the executive on renewing the Health and Dental plan rates at \$253.44 with Greenshield Canada. The renewal rate was a moderate increase on last year's costs and still more affordable than other comparable plans.
- The opt in/out date for this year's health plan is September 18, 2017. No opt ins/opt outs can be processed after that date.

c. ISIC Cards

- Over the winter, I continued to make ISICs for students on Wednesdays with the support of executive members over my lunch hour. Card production numbers increased in the 2016/2017 year.
- We will continue to make ISICs for students on Wednesdays this semester. At the CFS General meeting, I was able to have discussions with our National ISIC coordinators about updates to the programme. This month we received a new ISIC printer which will allow us to print cards outside of the office and further increase card production.

d. Dayplanners

- I completed an order of day planners for King's students over the summer. There are still day planners available in the KSU office and in the Galley.

5. Office Administration

- a. The office now has a computer with InDesign on it for use in the office.
- b. I created a list of office procedures and printer how-to for the Orientation Week Coordinators, Wardroom Managers, and Galley Manager.

6. Council Support

- a. I continue to provide support to councillors in projects they choose to take on. For example, I worked with the First Year Representative to create FYP t-shirts this past winter.
- b. I look forward to creating a more effective office training for Councillor training 2017 and working more closely with councillors to support them in their projects.

7. Executive Support

- a. I continue to support the executive in their every-day Union work. Over the winter and summer we put an emphasis on planning for the academic year in a more robust way than the executive has previously. I helped to facilitate brainstorming sessions and update the office calendar regularly.
- b. In February and March, I also helped to plan executive changeover workshops with the Hospitalities Coordinator and incoming and outgoing executives. We improved record keeping in terms of the schedule of workshops and content of workshops.
- c. While difficult to capture in a report, I continue to help the executive with editing, preparation for chairing meetings, preparation to attend meetings, taking minutes during meetings, and providing institutional memory when necessary.

REPORT ON GRADUATION WEEK 2017

Prepared by the Services and Campaigns Coordinator for KSU Council

17 September 2017

In the 2016-2017 academic year, the KSU opted not to hire Graduation Week Coordinators on a one-year trial basis. Instead, the executive asked the Services and Campaigns Coordinator to take on Graduation Week work in conjunction with the executive and graduating class. This report provides an overview of the work and a recommendation on whether or not to continue to hire Graduation Week Coordinators. Thank you to all that helped to make graduation week 2017 a success.

Communicating with the incoming class

- Communicating with the graduating class occurred primarily online. Students received e-newsletters from Graduation Week based on a list of contact information provided by the Registrar's Office.
- Graduation Week 2017 used Twitter and a Facebook page.
- Physical posters were made and posted around campus to advertise the voting for Valedictorian, Honorary Grad Class President, and Grad Class Gift.
- In the future the Grad Week events should also be advertised on the University's website where many students receive their information about Graduation.

Class of 2017 Consultation

- On December 6, 2016, the KSU hosted a hot chocolate event for graduates. Graduates filled out surveys about graduation week at the event, which informed the events during the week.
- An event that provides the graduating class with free food, a chance to provide feedback, and ask questions about graduation week should continue in the future.

Valedictorian, Honorary Grad Class President, and Grad Class Gift Selection

It is the graduation classes' responsibility to select a Valedictorian, Honorary Grad Class President, and Grad Class Gift.

- Nominations for the three categories were available online via Google form. There were 24 Valedictorian nominations, 23 Honorary Grad Class nominations, and 19 suggestions for the Grad Class Gift.
- On April 3, 2017, there were speeches in the Wardroom where each candidate for Valedictorian could make a 1-2 minute speech. There were 8 speeches and nominations for the other categories were read out loud. Video of the speeches was posted online. There was a sizeable turn out for speeches.
- Voting occurred over several days and the results were read during early happy hour in the Wardroom on Friday April 7, 2017. Participants were given two votes for each category. Almost half of the graduating class voted in the elections via Google form.
- The class of 2017 selected Maggie O'Riordan Ross as Valedictorian, Elizabeth Edwards as the Honorary Grad Class President, and a donation to the Library to buy books in support of First Nations as the Grad Class Gift.
- Regrettably, the scheduling for speeches and voting occurred late in the academic year making it difficult for students in their journalism internships to participate. Scheduling for the nominations, speeches, and voting process should occur earlier this year so that they do not conflict with those internships. However, the process should not move too early, because many students are unsure about whether or not they're graduating until late in the year.

Grad Class Gift Contributions

- Every year the graduating class selects a graduation gift. The funding for the gift comes from a few sources including a portion of the funds from Grad Rings, a portion of the funds from grad photos that individual students can opt to purchase, and flowers sold outside of the Encaenia ceremony.

REPORT ON GRADUATION WEEK 2017

Prepared by the Services and Campaigns Coordinator for KSU Council

17 September 2017

- Since graduation week, the SCC has communicated with Calnen Photography about increasing opportunities for students to have their photos taken.
- Library books bought for the Grad Class gift will receive a bookplate in the front cover of the book indicating that they were gifts of the Class of 2017.

Graduation Week

The following is an overview of KSU Grad Week events and University events that Grad Week supported in a specific way.

Final Sodexo Breakfast (Tuesday May 23rd, 10:30am, Wardroom)

- A final Sodexo Breakfast is a Graduation Week tradition. Typically the event happens in Prince Hall but the set up in Prince Hall for the President's Dinner conflicted with the event scheduling this year.
- We had the option of holding the event at 9:00am in Prince Hall or at 10:30 in the Wardroom and chose the later start to accommodate graduates. We served mimosas in the Wardroom for the graduating class alongside eggs, bacon, tater tots, baked goods, and coffee.
- The alumni association sponsored the event. Around 30 students were in attendance and we received good feedback on the food and drink options.

Final FYP Lecture with Elizabeth Edwards and Daniel Brandes (Tuesday May 23rd, 11:30am, Wardroom)

- There were many suggestions for this year's final FYP lecture speakers. As a result, we asked two professors to do a joint talk for the lecture. The format worked well and the two professors had a lively chat with the class and had time for discussion.
- We received positive feedback from students. I recommend this format as an option for the lecture moving forward.

Grad BBQ (Wednesday May 24th, 1pm, Quad)

- We decided to hold the Grad BBQ before the Graduation rehearsal to make sure graduates were well fed during the week.
- We bought supplies to feed 60 people given that approximately 20-30 people typically attend the Grad BBQ. We used all of our supplies and had a constant lineup of students and their families waiting for burgers.
- In the future, I recommend continuing the event but setting up earlier to be prepared for more people.

Pre- and Post-Dinner Reception for the President's Dinner (Wednesday May 24th, Wardroom)

- The Wardroom was open before and after the President's Dinner this year for students and their families to enjoy the space.

President's Dinner (Wednesday May 24th, 7:00pm, Wardroom)

- The President's office is responsible for planning the President's Dinner. The KSU can help advertise to graduates where they can get their tickets for the events. We received many questions about tickets in the days leading up to the dinner.
- Typically, the Grad Class Committee is responsible for two replies to toasts during the dinner. Without a committee, the SCC contacted several of the Valedictorian nominees to see if they were interested in making the replies on behalf of the class. Rebecca Steele and Alexa Jarvis made lovely replies to the class.

Journalism Graduate Reception (Thursday May 25th, 11:30am, Journalism School lounge)

- The Journalism School brought back a Journalism Graduate reception to the Encaenia day. We helped to advertise the event and should continue to do so moving forward.

Procession to the Ceremony (Thursday May 25th, 1:15pm, Quad)

REPORT ON GRADUATION WEEK 2017

Prepared by the Services and Campaigns Coordinator for KSU Council

17 September 2017

- The KSU was responsible for booking the piper for Encaenia that leads the class to the All Saints Cathedral. We booked the Piper through the Citadel and the President's Office covered the cost. The SCC met the piper in the quad at noon and coordinated with the Dean of Students to get them in position.
- The KSU provided free snacks for graduates as they prepared to lineup to process to the cathedral. Graduates were thankful for the snacks and we should continue to do that moving forward.

Your Final Wardy Night (Thursday May 25th, 8pm, All Saints Cathedral)

- With the help of the Hospitalities Coordinator and Wardroom Management, we organised a final Wardroom Night for graduates. A student created a playlist for the event and the night was well attended.

Budget

- The current budget for Graduation Week is \$400 and adequate for the week. The KSU should not look to shrink that budget.
- Thanks to contributions from groups such as the Alumni Association and the President's Office, we were able to stay within budget this year.
- In previous years, Graduation Week has suffered a loss due to attempts to sell grad class swag. I recommend continuing not to produce grad week clothing. No students showed interest in it in the past year.

Recommendation on hiring coordinators

- Traditionally, the KSU has had a Graduation Committee of 3 graduating students.
- Prior to 2011, they were volunteer positions however it became difficult to solicit interest from the Graduating Class. After 2011, the positions became UHP positions that were paid honoraria and hired by council via the Graduation Committee Selection Committee.
- It is rare for a students' union to run a graduation week (providing a week's worth of programming for graduating students). As more students start jobs as soon as class is over or work during the day, it's difficult for students to attend events.
- For the past few years, the KSU has struggled to hire individuals to fill the positions. This past year was an exception where two members of the graduating class inquired about the positions. However, the membership had already decided to cut the honoraria for the positions in the budget at the KSU Fall General Meeting in 2016.
- The work to organise a Graduation Week was too immense for one person. The work was shared between the Services and Campaigns Coordinator and the Hospitalities Coordinator. The Student Life Vice President, the Financial Vice President, and President also helped to support the week.
- The Union's two full time staff people already have a lot to accomplish in an academic year. However, adding grad week work is feasible. With better record keeping moving forward, the organization will be easier to manage.
- Whenever the KSU hires UHPs, the union has a responsibility to train those individuals in skills such as budgeting, event planning, and getting acquainted with the college. Rather than hiring grad week coordinators, the SCC can help support other UHPs more effectively and in particular, help to train the external commissioner UHPs.

The SCC recommends that we continue to incorporate Graduation Week work into the SCC and HC's responsibilities rather than hiring Graduation Week Coordinators. Graduation Week should be planned with input and suggestions from the Graduating Class.