

# Council Package

February 21<sup>st</sup>, 2021

Prepared by Aidan McMann, Deputy Chair of Council

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Agenda  
Students' Union Representative Council  
February 21<sup>st</sup>, 2021, 3:00 PM  
MULH 2030

1. Call to Order
2. Roll Call
3. Mi'kmaq Acknowledgment
4. Opening Remarks of the Chair
5. Approval of the Agenda
6. Approval of the minutes of the January 31<sup>st</sup> Council Meeting
7. Constituency Reports
8. Business Arising
9. Executive Reports:
  - President – Sarah Elliott
  - Vice President Academic – Siobhan Lacey
  - Vice President Finance and Operations – Patrick Wallace
  - Vice President Activities and Events – Kielan Pilgrim
  - Vice President Residence Affairs – Jack Irvin
  - Vice President External Affairs – Bradley Van Dam
10. Faculty Representative's Report
11. Students' Union General Manager Report
12. Committee Reports
  - Organizational Review Committee – Presentation of the first draft of the Strategic Plan (Appendix A)
13. Special Presentations to Council
  - Presentation from Drastic Scholastic Thermoplastic (Adam Starr)
14. Old Business
15. New Business
  - Motion to create the Drastic Scholastic Thermoplastic Service ad-hoc Committee (Appendix B)
  - Motion to ratify the Students' Union Societies omnibus (Appendix C)
  - Motion to create an ad hoc Chair of Council Nomination Committee (Appendix D)
  - Motion to appoint a Councillor as Chair of the Chair of Council Nomination Committee
  - Motion to appoint Councillors to the Chair of Council Nomination Committee
  - Motion to ratify Hunter Park as MacIsaac Hall Co-President 2020-2021
16. Closing remarks of the Chair
17. Adjournment

Council Minutes – January 31<sup>st</sup>, 2021  
Prepared By: Deputy Chair – Aidan McMann

Students' Union Representative Council Meeting

January 31<sup>st</sup>, 2021, 3:00PM

Online Zoom Call

**Call to Order**

Meeting called to order at 3:02 PM.

**Roll Call**

Board of Governors Student Representative – Nick Murray

Board of Governors Student Representative - Kamy Carrington

Equity Student Representative – Jasonique Moss

Students of African Descent Representative – Henderson Cartwright

Arts Student Representative – Alexander Clow

Education Student Representative – Michael Adetola

Graduate Student Representative – Lauren Viana

Science Student Representative - Daniel Winters

Business Student Representative – Johanna Gates

First Year Representative – Brendan Roberts

Indigenous Student Representative – Justice Gruben

Indigenous Student Representative – Molly Burke

President - Sarah Elliott

Vice President Academic – Siobhan Lacey

Vice President Finance and Operations - Patrick Wallace

Vice President Residence Affairs – Jack Irvin

Vice-President, Activities & Events - Kielan Pilgrim

Deputy Chair – Aidan McMann

Students' Union General Manager – Sean Ryan

**Absent**

Vice President External Affairs - Bradley Van Dam

**Absent with Regrets**

International Student Representative – Dhruv Patel

Faculty Advisor – Corrine Cash

## Opening Remarks of the Chair

“I would like to respectfully acknowledge that STFX is located on the traditional and unseeded land of the Mi’kmaq people. Thank you for coming this Sunday, Meredith is obviously out this week being apart of the election, so please be patient if I am slow on procedure.”

## Approval of the Agenda

Lauren: I motion.

Brendan: I second.

### Discussion

*None.*

Brendan: I call the question.

Aidan: Is anyone oppose to calling the question? Seeing none we can vote to approve the agenda. Would anyone like to vote no? Would anyone like to abstain?

*Motion passes 13-0-0*

## Approval of the Minutes of The January 10<sup>th</sup> Council Meeting.

Lauren: I move to approve the minutes of the January council meeting.

Nick: I second.

Aidan: Any discussion on the motion? Seeing none, would someone like to call the question?

Daniel: I move to call the question.

Aidan: Is anyone oppose to calling the question? Seeing none we can vote to approve the agenda. Would anyone like to vote no? Would anyone like to abstain?

*Motion passes 13-0-0*

## Constituency Reports

### **Board of Governors Student Representative – Nick Murray**

- Quality of life meeting
- Working closely with Governance review team
- Has been promoting the BOG rep role for the general election.

#### **Board of Governors Student Representative - Kamy Carrington**

- Met with the governance and Nominating committee.
  - Looking at board restructuring.
  - Goal of recruiting for diversity.

#### **Equity Student Representative – Jasonique Moss**

- Attended lunch meeting with author Laurence Hill.
- Blanket exercise moved to further date

#### **Students of African Descent Representative – Henderson Cartwright**

- Had a great experience with Pride Month activities.

#### **Arts Student Representative – Alexander Clow**

- Attended Committee meetings.
- Has heard concerns for constituents about general election.

#### **Education Student Representative – Michael Adetola**

- All included in report.

#### **Graduate Student Representative – Lauren Viana**

- Attended Organizational review.
  - Focus on Strategic plan and Survey.

#### **Science Student Representative - Daniel Winters**

- Attended Senate meetings.
- Attended committee meetings.

#### **First Year Representative – Brendan Roberts**

- Working on getting residence side doors open.
- Continuing to look not EpiPen support on campus.
- Promoting inn referendum.

#### **Indigenous Student Representative – Justice Gruben & Molly Burke**

- Begun the steps towards writing the policy for the indigenous grievances.
- Hosted a scholarship and bursary information session for indigenous students.
- Met with emergency grants committee.
- Molly met with the equity and reconciliation committees.

## Executive Reports

### **President – Sarah Elliott**

- Lots of work with the X-renovation committee.
- Attended and helped organise Pride month activities.
- Working on strategic plan and survey for Organizational review committee.
- Working in strategic plan with CASA.
- Applying for grants to fund mental health support initiatives on campus.

### **Vice-President Academic – Siobhan Lacey**

- In process of writing strategic plan for university.
- Apart of a literature review of quality of life on campus.
- Library strategic plan committee has begun.
- Met with X resist about sexualized violence prevention on campus.
  - Editing and modelling the policy.
- Working with Meredith, Justice and Molly drafting policy for indigenous grievances.
- 2 Senate forums are coming up in February.

### **Vice-President Finance and Operations - Patrick Wallace**

- All U services up and running
- Great success with the food box isolation program.
- Attended university Budget meetings.
- Attended Inn referendum meetings.

### **Questions**

Kamy: Are there computers on campus that students can use?

Patrick: They are not available in the library or other buildings, but they implemented the computer bursary to help the financial troubles of having computers. This was only a first semester program, but we're looking to continue that. There also may be computers for recent at the library.

### **Vice President Residence Affairs – Jack Irvin**

- Housing hockey around the corner.
  - Livestream set up for each game.
- Draft night for hockey polls is on Friday.
- Has meeting with resLife to open side doors.
- Taking over the advocating for student coordinators next year.

### **Vice-President, Activities & Events - Kielan Pilgrim**

- Getting in contact with societies to get logistics out of the way.



- Working hard on House Hockey organising.
- Working with different residents to organise charity events.

## General Manager Report

### **Students' Union General Manager – Sean Ryan**

- Trying out new lineup for Inn with Pharmasave space.
- Working with Bloomfield/ Inn renovation committee.
- Supporting Chair's office through election.

#### Questions

Alex: I heard Brad resigned, what is going to happen with his position?

Sean: The exec team has not had a meeting to discuss this, it was late Friday when we got the notice. Information will follow soon.

## Special Reports to Council

### **Organizational Review Committee Presentation**

*Presentation from Sarah and Kamy*

#### Questions

*None.*

### **Renovation Committee Presentation**

*Presentation from Sarah, Brendan, and Sean*

#### Questions

*None.*

## New Business

### **Motion to elect the Graduate Student Representative during the Representative Councillor Election (March 2nd and 3rd)**

Siobhan: Motion to elect the Graduate Student Representative during the Representative Councillor Election.

Lauren: Second.

#### Discussion:

*None.*

Nick: I call the question.

Aidan: Is anyone oppose to calling the question? Seeing none we can vote to approve the agenda. Would anyone like to vote no? Would anyone like to abstain?

*Motion passes 13-0-0*

**Motion to elect the Education Student Representative during the selection of the Education faculty's executive board (Dates in Appendix A)**

Siobhan: Motion to elect the Education Student Representative during the selection of the Education faculty's executive board

Mike: Second.

Discussion:

*None.*

Nick: I call the question.

Aidan: Is anyone oppose to calling the question? Seeing none we can vote to approve the agenda. Would anyone like to vote no? Would anyone like to abstain?

*Motion passes 13-0-0*

**Motion to extend the deadline to ratify new societies until February 20<sup>th</sup>**

Nick: Motion to extend the deadline to ratify new societies until February 20<sup>th</sup>

Siobhan: Second.

Discussion:

*None.*

Nick: I call the question.

Aidan: Is anyone oppose to calling the question? Seeing none we can vote to approve the agenda. Would anyone like to vote no? Would anyone like to abstain?

*Motion passes 13-0-0*

**Closing Remarks**

*“That concludes the meeting! Thank you all for coming have a great rest of your day.”*

**Adjournment**

Lauren: I so move.

Brendan: I second.

Discussion:

*None.*

Sarah: I call the question.

Aidan: We can now move to vote to adjourn the meeting. Would anyone like to vote no? Would anyone like to abstain?

*Motion passes 13-0-0.*

*Meeting adjourned at 4:04 PM.*

## Constituency Reports

### Board of Governors Representative

Nick Murray

February 21<sup>st</sup>, 2021

#### Business relating to position:

Hello everyone! I hope you all have been having a solid February and a not-overly-stressful midterm season. Like most years, this month has been a notable meeting for the Board of Governors. I attended the major February meeting on the 18<sup>th</sup> and 19<sup>th</sup>, a productive two-day session that covered all the major updates on campus for the past winter season and the outlook moving forward. Earlier in the month on the 4<sup>th</sup>, I attended a meeting for the Building & Grounds committee. This was a large review on all the upcoming and ongoing construction projects on campus. I was happy to lead a chat on the plans around the Golden X Inn renovation and provide insight on it. Furthermore, I met multiple times with members of the Quality of Life Senate committee. This has been a busy month as we finalized preparations for the Student Life forum to get input from all senators on how to better maintain and improve the student experience on campus. I was proud to lead much of the discussion in the forum surrounding student culture. All things considered, we got a ton of input for the team moving forward, huge success!

#### Other Business:

This has certainly been a busy month around the Students' Union, and I was glad to help out with all the business. Surrounding the General Election, I was happy to help encourage student participation with "Vote-Crew". Furthermore, I also helped provide information to students about the Inn construction referendum so that everyone could make a wise and educated vote. Overall, big success I'd say. Turnout was good, times were good, the free T-shirt I got was good, honestly everything was pretty good. Governance Review is still moving along. Good progress is being made and policies are being finished up. It's almost sad to see this wonderful 2-year project come to a close, but all good things have to come to an end eventually. All in all, that's about it for me! If anyone has any questions or comments or just wants to reach out, don't hesitate to shoot me a message. Thanks y'all ☺

Best regards,

Nick

x2018xkj@stfx.ca

### Arts Representative

Alex Clow

February 21<sup>st</sup>, 2021

Since the last meeting of council, I returned fully to my duties as a member of council and of Senate. I have maintained my normal committee work and have attended by first APP Senate committee meeting. On Wednesday February 17<sup>th</sup> I aided in Senate's forum on student life by hosting the breakout room on *Resourcefulness*. During this Senate forum, Senate attempted to assess concerns and workshop solutions to improve student life. I took part in this as a member of Senate's Quality of Life Committee. Outside of this I have nothing to report.

**Education Representative**  
**Michael Adetola**  
**February 21<sup>st</sup>, 2021**

Business relating to position:

Educations students are in the midst of electing their student executives for the oncoming academic year. The results will be finalized at the end of the weekend. With this, we are much looking forward to welcoming this new, capable team and creating goals and orientations for the next academic term. Generally, Educations student continue to show great adaptive abilities and willingness to preserve.

This past week, I took part of the Senate Forum on Student Life, where I believe there was extremely productive conversation had and am sure had the potential to increase student life at StFX.

Other business:

The Campus Affairs committee has been running smoothly and effective and efficient communication has been made between all parties

I am looking forward to the first Emergency Grants committee meeting that I'm sure will be conducted soon.

**Graduate Student Representative**  
**Lauren Viana**  
**February 21<sup>s</sup>, 2021**

Graduate Student Representative Business:

**Quality of Life Committee:** The Quality of Life committee had met multiple times within the past month to plan the Senate Forum on Student Life, which was held this past Wednesday. The data subcommittee will resume meeting next week.

**Organization Review Committee:** This committee has split into two smaller subgroups to better utilize our remaining time together. One subcommittee will work on the Student Satisfaction Survey, and the other, which I am part of, have begun drafting our strategic plan. The first draft of the plan will be presented later in council.

**Senate:** Senate met on Friday, February 5<sup>th</sup> to go over course proposals and StFX executive reports. A senate forum on student life was also held on Wednesday February 17, where key qualities relating to students' quality of life were identified and discussed. I acted as a facilitator of a small cohort of senators to discuss students' sense of purpose at StFX. Overall the session was very productive and generated a lot of great ideas and discussions.

**International Student Representative**  
**Dhruv Patel**  
**February 21<sup>st</sup>, 2021**

Hello Everyone,

Hope you are all sailing smoothly through your midterm season and enjoying your hot beverages to the fullest. I would love to thank everyone for your amazing support during the elections. With regards to my work, there has not been much happening because I was off duty. However, me along with the International Students Society and Office are planning and drafting International Students Recognition Awards which we plan to launch next year. Additionally, we also had Chinese Lunar Year celebration at the Morrison Hall which was fantastic. Kudos to Chinese Students Association, Dr.Hakin and Morrison Hall to put everything together.

Finally, congratulations to Fieri(dad), Meredith(mom) and Anna(aunt) for winning. Also, thanks to Emma and Duncan for being great candidates.

Thank You,

**Business Student Representative**

**Johanna Gates**

**February 21<sup>st</sup>, 2021**

Hello everyone! In the last few weeks, I have attended Senate along with senator committee meetings such as the Academic and properties planning and also the outstanding staff committee. As well, I was going to work a booth in Schwartz for Sarah a few weeks ago, but unfortunately this got cancelled. I have also reached out to a few students about applying for business rep next year!

**First Year Student Representative**

**Brendan Roberts**

**February 21<sup>st</sup>, 2021**

Over the past few weeks, I have been fairly busy with events and projects both directly related to my role as a councilor as well as other committee work. After a few hard weeks of work with the committee as a whole, but specifically with Sean and Sarah, the referendum passed in the general election which will result in the renovation taking place over the course of the next few years. As of now the GXI committee will be taking a break from regular meetings for a couple weeks while a small group ranks the items on the Student Union's wishlist in terms of what will actually be accomplished from this renovation.

In terms of the emergency epi-pens on campus, I am hoping that this is something that can be accomplished sooner rather than later, but I understand that there are processes and procedures that need to be followed. In addition Jack has also set a meeting up between him, myself, Elizabeth Yeo, and Jacqueline in order to explain my position on why I believe the side doors on the residence buildings should be unlocked.

## **Executive Reports**

**Executive Report:** Kielan Pilgrim, Vice-President, Activities & Events

**Date:** Tuesday, January 26<sup>th</sup>, 2021

**Reporting Period:** Wednesday, January 27<sup>th</sup>, 2021, to Friday February 19<sup>th</sup>

### **Internal (to portfolio):**

None of this is probably in order, but what does that matter

The draft for the Father Gary and Sister Jovita cups happened, and I could not be happier about how the night went down. Most teams came, and we were able to have different folks play minigames between the different draws, which got some INN gift cards into people's hands. We are going to try and keep an update tournament bracket/games this week type thing going at the INN, to preserve house hockey as a special time of year on campus.

Sean and I met with the leadership of the B.L.A.C.C. Collective to discuss some events for Black Excellence month. With the help of Claydon Goering, we were able to put on a Black Excellence Trivia, and collaborated with the group for a Mardi Gras themed wing night.

I attended the info session with my other Exec board members, and saw a good turnout. Happy to see some folks there that I had invited out myself.

This part is more rapid fire: Our Bar Manager was sick, and I had to stick around later to help with some setup for the activities of the evening. I also spent some time at a booth to help promote the election generally as well as the INN referendum. I had a meeting with the Shinerama National Committee, just looking ahead to their campaign this year. I am also waiting on some stickers to arrive for the X-Resist organizers to distribute.

It really hasn't been that long since we last met.

### **External (to portfolio):**

COCA finished their policy review, and the committees for it are underway. I have now moved up to being the Secretary for the board. Wow! Fun! Also participated in StFX reads, and am drowning in school. The most wonderful time of year!

### **Committees:**

#### **Equity Committee:**

Met to review the next Strategic Plan, all looked good. Have been looking ahead to facilitating the introduction of the University's Anti-Racism module.

**Event Review Committee:**

Ran into a spot where we had to clarify some classroom rules. The good news is that things are opening up a bit more in the province, and a lot of societies have figured out what can get approved by the committee. There is more buzz around campus because of all of the student planned events getting put on!

**House Hockey Committee:**

Draft night happened. Looking ahead to the tournament now and are thinking about how the spectator situation may look and how students will watch it. IF we broadcast it, it is not up to us to figure out how folks stream it, but it would be cool to help facilitate some kind of viewing situation. Also, we might save fans for the final game, as an incentive for the rest of the games – sports with fans, wow!

**Society Review Committee**

Waiting for next meeting.

**PEP-AH:**

Will be sending a letter asking Alcohol and Gaming to reconsider the liquor delivery service.

**Student Orientation Committee:**

Nothing to report!

**McKenna Advisory Board**

Voted to keep Mathias Nilges as the director for another term.

**Sub-Executive:****O-Crew:**

Nothing to report!

**Society Coordinator:**

Ailie has prepared the next batch of society forms, and they have been circulated amongst the Society Review Committee. Looking to ratify another batch of societies at this meeting.

**Outreach:**

Nothing to report.





## **Appendix A – First Draft of the 2021-2024 Strategic Plan**

# **St. F.X. Students' Union Strategic Plan 2021-2024**

### **Introduction**

The St. Francis Xavier University Students' Union (TheU) is a student led organization that provides services and advocacy for the students of St. FX University. TheU has been providing services and advocacy in many forms since its incorporation on March 31st, 1965. In order to maintain positive momentum forward TheU routinely undertakes a lengthy review of its current services, advocacy, and structure. This process produces a Strategic Plan for the organization to follow over a three-year period. TheU, as an organization undergoes massive turnover within the Executive board and Representative Council each year, so preparing a Strategic Plan is an extremely important resource. The Strategic Plan will hopefully provide future student leaders with overriding goals and objectives, until such a time as a new Strategic Plan will be developed.

This Strategic Plan began development in March of 2020, with the purpose of identifying areas for TheU to evaluate current services, practices, affiliations and advocacy. This evaluation resulted from feedback solicited from a 'satisfaction survey' completed by the membership of the St. FX Students' Union. Over ??? students completed this survey which is ?? % of the student body. This feedback obtained from this survey, directly informed the directives outlined in this document.

The Strategic Planning Committee would like to acknowledge all of the students that took the time to complete the survey. Without this honest feedback from our members we would not be able to grow, or challenge our future leaders to keep to the guiding principles of TheU.

During the Strategic Planning consultation, the pillars of this document began to form. These pillars are: Operations; Equity; Marketing; 4, 5 of the Union. Under each category, specific areas will be identified to create, improve or challenge existing efforts within TheU

## **Category: Services and Operations**

Under this category we hope to address concerns, adapt current offerings and develop new initiatives to strengthen the services and operations provided to our members through this pillar of the Students' Union.

### **Objective: Partner with Alumni for support and job opportunities**

#### **Indicators of Success:**

- Approach the alumni office to create a post-graduation support network to better create job opportunities for new grads. This could be the creation of a new webpage. Advocate to alumni positions to focus on post-graduate job opportunities.
- Discuss and review current resources for job opportunities for students per program. This would include (1) who is responsible for promoting jobs, (2) how are staff/faculty made aware of job opportunities, and (3) how these opportunities vary between programs. This will enable us to make a better recommendation on how to better serve the entire student population for job prospects (regardless of program).
- Work the University about developing an existing staff role to include additional support that will connect students with alumni for job opportunities.

#### **Resources Required:**

- Creation of a joint committee between the alumni office, career center and the students' union to research and develop the interest and sustainability of this service
- Some funding for building out a webpage and costs associated for upkeep and data entry
- Review of existing roles within the University career center

### **Objective: Adding Daytime Operations for DriveU**

#### **Indicators of Success:**

- Develop, administer and review data from a survey around student need/want for a day time driveu
- Based on feedback, cost out and launch a pilot project for a day time service
- Develop, administer and review data post pilot project to present to council for any adaptations or changes to the existing service

#### **Resources Required:**

- Some additional funding for staffing must be budgeted ahead of the pilot project
- Two surveys would need to be developed, administered and reviewed
- Cost analysis for other expenditures in relation to the van

### **Objective: Hot Meals from the Student Food Resource Center**

#### **Indicators of Success:**

- Look at current location of SFRC and potential of moving it to a space that can provide the required equipment to host a hot meal program
- Start discussions with the University about support for this program.
- Look for tie in with the Kevin's Corner program.

- Continue to build on the current breakfast program that has started this year.
- Approach Sodexo to collaborate.

**Resources Required:**

- New space allocation
- Create partnerships with Kevin's Corner and Sodexo
- Additional training for staff that would be handling food

**Objective: Prioritize Nimbus Tutoring Solution in Orientation Week**

**Indicators of Success:**

- Nimbus branding throughout Orientation Week events.
- Have QR code on Students' Union calendars.
- Have Nimbus information be included in the package that goes out to first year students.
- Hire a student(s) to be the Nimbus representative for the first month of school to promote the service.

**Resources Required:**

- Review of contract with Nimbus
- Updated information and access from Nimbus
- Meeting with the University Communications department to discuss Nimbus
- Budget money to fund marketing position specifically for Nimbus

## **Category: Marketing and Communications**

The StFX Students' Union prides itself on its high student engagement and strives to offer services to membership that better their quality of life. However, certain gaps and opportunities for growth have been identified through the 2020 Student Satisfaction Survey and through word of mouth. Certain demographics, including first year, education, and graduate students do not have the same sense of engagement with the Students' Union as other students have. The aim of this section of the strategic plan is to (1) revamp marketing and communication services currently offered and add new services to better suit the needs of the current membership, and (2) improve the current promotion and marketing strategies of these services to better target all students.

### **Objective: More effective communication with students**

#### **Indicators of success:**

- Creation of Students' Union opt-out listserv to better promote events, opportunities and important information to all union members directly to student email accounts.
- Targeted advertisement of bursary and scholarship opportunities. This includes both internal and external funding opportunities for a wide range of disciplines and degrees. Opportunities will be promoted on theU.ca, dedicated pamphlets and flyers to be distributed across campus.

#### **Resources required:**

- Cooperation and permission from StFX administration to use a student listserv.
- Collaboration and assessment of the marketing department in promoting bursary and scholarship information. This may necessitate additional paid marketing positions which may impact the annual budget.
- Communication with StFX administration, faculty and departments for bursary, scholarship, and funding information and information circulation.

### **Objective: Better engagement with first year, education, and graduate students**

#### **Indicators of success:**

- Improved student satisfaction in the annual student satisfaction survey, specifically sections relating to knowledge and understanding of the Student Unions' roles and how well represented they feel by the current members of the executive and council.
- Increased attendance of graduate and education students at Students' Union hosted events.
- Increased usage of Students' Union services (Inn, CXFU, Xaviern) by first year, graduate and education students.

#### **Resources required:**

- Collaboration with Graduate Studies Office, Education faculty, education student society.
- Delegation of responsibilities to 1st year, graduate and education student representative on StFX Student Council.

- Better training of Students' Union executive on non-undergraduate program structure and demographic information to better understand the wants and needs of these students. This is specifically targeted towards the graduate, education, arts, and science student representatives, as well as the VP Academic, and VP activities.

## **Objective: Revamp of Current Communication Platforms**

### **Indicators of success:**

- Creation of a social media communications manual. This manual will include (1) orientation for each media account, (2) roles and responsibilities for appropriate member(s) of the marketing department, and (3) information on appropriate posts for each media platform. This document will be annually reassessed for the effectiveness of the current promotion strategy. (Anything about who should be involved?)
- Creation and implementation of annual status updates for Xavierian and CXFU services. These updates will be presented to council in March of each year. These plans will include a brief summary of current activities, as well as planned goals for the next year.

### **Resources required:**

- Collaboration with Xavierian and CXFU executives to create appropriate guidelines and assessment tools for the respective service.
- Annual assessment of CXFU and Xaverian budget.
- Collaboration with marketing department over the creation of the social media communications manual and updated role delegation of the department.

## **More effective advertisement of services.**

### **Indicators of success:**

- Creation of marketing department strategic plan. The strategic plan will cover a 3-year period and will be assessed annually for progress.
- Increase promotion of marketing and advertising opportunities. These include CXFU, Xaverian, and social media platforms.
- Better marketing and promotion of the peer support program (PSP). This is to be included in the marketing department's strategic plan. PSP promotion will also be prioritized during orientation week.

### **Resources required:**

- Discussion with both PSP coordinators marketing department is needed to determine best marketing material and promotion strategy.
- Collaboration with marketing department over the creation of the strategic plan.
- Assessment of current budget allotment to marketing.

## **Objective: Transparency of Students' Union Executive and Representative Roles**

### **Indicators of success:**

- Mobile office hours for executive and councillors.
- Annual introductory and exit videos for each executive and councillor.
- Better transparency and representation ratings in annual Student Satisfaction Survey.
- Creation of a role manual for councillors.

### **Resources required:**

- Training for executives and council.
- Collaboration with marketing department to promote mobile office hours.

## **Category: Equity and inclusion**

This category was created to address equity issues on campus. These issues surround all aspects of student life including: the inclusion of marginalized groups in campus life and food security for all students.

### **Objective: Address Food Insecurity and reduce stigma surrounding SFRC**

#### **Indicators of Success:**

- People using the Food resource centre

#### **Resources Required:**

- Continued food donations
- Food box deliveries. Delivery services through students would paid.
- Volunteers
- Online inventory page

### **Objective: Increase outreach to students on campus when hiring to reach marginalized groups on campus**

#### **Indicators of Success:**

- Increased diversity on the Union

#### **Resources Required:**

- Funding for training (i.e: cultural competency training, blanket exercise, etc) for people currently on the union.
- Reaching out to societies and collaborating with societies to increase outreach
- More Union members need to attend events held by specific societies

### **Objective: Prioritize frost week – January Orientation**

#### **Indicators of Success:**

- People attending frost week events

#### **Resources Required:**

- Funding for an increased number of events.
- Creating inclusive events (collaborating with societies).
- Collaborating with societies to increase outreach
- Increasing marketing

### **Objective: Mandate equity training for Students' Union staff**

#### **Indicators of Success:**

- People attending training (Training should be mandatory)

#### **Resources Required:**

- Funding needed
- Outreach to existing programs and community groups



## **Category: Advocacy**

Certain areas that need development are not under the purview of the Union, so it becomes the U's task to advocate to the bodies who control them. The Advocacy section consists of goals that pertain to external bodies like the Town, ResLife, or the University. Our Advocacy will consist of showing these bodies the value of these goals and working with them to accomplish and them.

### **Objective: Design and Implement a Municipal Advocacy Week**

#### **Indicators of Success:**

- Design and implement a Municipal Advocacy Week in collaboration with the Brian Mulroney Institute of Government, McKenna Centre and Alumni Affairs.
- Include the planning Advocacy week in the Terms of Reference of the VP Government Affairs.
- Provide year-end reports to Council about Municipal Advocacy Week. Council may provide feedback and recommendations for the subsequent year's Municipal Advocacy Week.

#### **Resources Required:**

- Creation of a committee consisting of town representatives, University and Union Representatives
- Events may require funding, although many events will be hosted in collaboration with the University and Town

### **Objective: Advocate for more robust services for post-secondary employment across all departments**

#### **Indicators of Success:**

- Host town hall for students to collect feedback about the current employment services on campus.
- An increase in co-op placements, especially in programs that have limited or no placements.
- Build comprehensive list of employment opportunities for students.

#### **Resources Required:**

- Not many tangible resources will be needed to develop these goals, however a significant amount of research, consultation and advocacy will be required to increase co-op opportunities.

### **Objective: Increase student advocate accessibility and efficiency**

#### **Indicators of Success:**

- Online booking system for Student Advocates is created
- Train House Presidents and Vice Presidents about Student Advocates for increased awareness in residence
- Advocate for the Student Advocate services to be included in write ups that students are given

#### **Resources Required:**

- Budget for the design and implementation of an online booking system

### **Objective: Advocate for better mental health and wellness programming**

**Indicators of Success:**

- An increase in the attendance at mental health and wellness programming
- More diverse and effective mental health programming
- Increase in students taking the mental health first aid certification
- Increase in animal therapy delivered in residence
- Develop a committee on student mental health.
- Bring representatives of Healthy Minds NS to campus to promote their online mental health resources

**Resources Required:**

- Funding for mental health first aid programming
- Advocacy for mental health programming for things like animal therapy

**Objective: Advocate to the University to make the gender and sexual diversity role year-round****Indicators of Success:**

- The gender and sexual diversity advisor role becomes year-round

**Resources Required:**

- Student consultation to demonstrate the need for a year-round role
- Advocacy efforts to the University

## **Appendix B – Drastic Scholastic Thermoplastic Exploration Committee Terms of Reference**

### **STUDENTS' UNION AD HOC COMMITTEE: Drastic Scholastic Thermoplastic Service Exploration Committee**

#### **MANDATE:**

The mandate of the Drastic Scholastic Thermoplastic Service Exploration Committee shall be to prepare a proposal to adopt Drastic Scholastic Thermoplastic as a permanent service of the U, and present it to Council. The committee is responsible for all plans and preparations required to present a proposal for the implementation of this service to Council. The committee is bound by all by-laws and policies of the Students' Union. The committee must present its proposal to council by April 30<sup>th</sup> 2021.

#### **STRUCTURE**

Drastic Scholastic Thermoplastic Service Exploration Committee shall be composed of:

1. One (1) Representative of Drastic Scholastic Thermoplastic (voting)
2. One (1) Representative Councillor (voting)
3. The VP Finance and Operations (Chair) (voting)
4. General Manager or appointee (non-voting)

Quorum for meetings of the committee shall be two voting members of the committee.

#### **RESPONSIBILITIES**

1. The committee shall prepare a detailed proposal outlining the logistics of adopting DST as a permanent service of the U.
  - a. Their proposal shall include, but not be limited to: budget needs, staff required, insurance details, transition plans, and Terms of Reference for the DST service.
2. The committee is responsible for any actions required to make the proposal viable for implementation on campus.
3. The committee is responsible to ensure anything included in the proposal can be implemented if the proposal is adopted.

#### **PROJECT COMPLETION**

The committee shall be considered to have completed its mandate when Council has voted on a motion to permanently adopt Drastic Scholastic Thermoplastic as a service of the Students' Union.

## **Appendix C – Students’ Union Societies for Ratification**

**The Name of the Society Shall Be::** BASc Climate and Environment Society

**Section 1:** Connect BASc CLEN students

**Section 2:** Peer mentoring and support for new students

**Section 3:** Organize social events for students and profs

**Section 4:** Organize events to raise awareness for climate and environment issues

**Additional Requirements::** Mary Caplice

**Name of President:** Mary Caplice

**Name of Vice-President:** Mary Caplice

**Name of Secretary:** Hannah MacDonnell

**Name of Treasurer:** Hanna McKinney

**Regular Meetings Shall Occur::** Bi-Weekly

**Amendment Percentage:** 50

**Terms of Agreement:** Yes

**Society Name:** BASc Climate and Environment Society

**Society President:** Mary Caplice

**Student ID:** 201801607

**Student Email:** [x2018xza@stfx.ca](mailto:x2018xza@stfx.ca)

**Phone Number:** (647) 669-1212

**Category Applied For::** Academic

**Faculty Advisor:** Patrick Withey

**Faculty Email:** [pwithey@stfx.ca](mailto:pwithey@stfx.ca)

**The Name of the Society Shall Be::** Gaelic society

**Section 1:** create an environment where Gaelic learners can practice the language

**Section 2:** Engagement in Gaelic cultural activities

**Section 3:** Create awareness for Gaelic revitalization in Nova Scotia

**Section 4:** unite young Gaels and inspire a deeper appreciation for the Gaelic language and culture

**Additional Requirements::** A interest in the Gaelic language and a respect for the Gaels

**Name of President:** Lili Watson

**Name of Vice-President:** Abby Macdonald

**Name of Secretary:** Victoria Rankin

**Name of Treasurer:** Eilidh Campbell

**Regular Meetings Shall Occur::** Bi-Weekly

**Amendment Percentage:** 70

**Terms of Agreement:** Yes

**Society Name:** Gaelic society

**Society President:** Lili Watson

**Student ID:** 201802880

**Student Email:** [x2018zak@stfx.ca](mailto:x2018zak@stfx.ca)

**Phone Number:** (902) 631-3381

**Category Applied For::** Social

**Faculty Advisor:**

**Faculty Email:**

**The Name of the Society Shall Be::** Women in Science and Engineering (WISE)

**Section 1:** Provide insight into potential career paths for female students.

**Section 2:** Provide resources and networking opportunities for female students and external women in science.

**Section 3:** Foster an inclusive environment for female students interested in sciences to collaborate, connect and have fun on campus and in the community.

**Section 4:** Promote STEM fields in the surrounding community through outreach programs.

**Additional Requirements::** N/A

**Name of President:** Trinity McIntyre

**Name of Vice-President:** Madison Pendleton

**Name of Secretary:** Cara MacDonald

**Name of Treasurer:** Sierra Banks

**Regular Meetings Shall Occur::** Monthly Basis

**Amendment Percentage:** 75

**Terms of Agreement:** Yes

**Society Name:** Women in Science and Engineering

**Society President:** Trinity McIntyre

**Student ID:** 201805152

**Student Email:** [x2018zkh@stfx.ca](mailto:x2018zkh@stfx.ca)

**Phone Number:** (506) 230-3345

**Category Applied For::** Social

**Faculty Advisor:**

**Faculty Email:**

## **Appendix D – Students’ Union Societies for Ratification**

### **STUDENTS’ UNION AD HOC COMMITTEE: CHAIR OF COUNCIL NOMINATION COMMITTEE**

#### **MANDATE:**

The mandate of the Chair of Council Nomination Committee shall be to review applications for the position of Chair of Council, interview candidates for the position, and report to Council a nominee or nominees for the position. The committee is bound by all by-laws and policies concerning hiring of Students’ Union officials. The committee must submit to the Chair of Council the name or names of any nominee(s) by March 10th 2020 at 12pm (noon) unless it is impossible to do so due to delays in the nomination process.

#### **STRUCTURE**

The Chair of Council Nomination Committee shall be composed of:

1. Five (5) Student Representative Councillors, appointed by Council by a majority vote. (voting)
2. General Manager, Students’ Union (non-voting)

One of the Councillors appointed to this committee shall be elected Committee Chair by majority vote of Council.

Quorum for meetings of the committee shall be all voting members of the committee.

#### **PROCESS**

1. Following the close of applications, the committee shall interview candidates from the pool of applicants. The committee may choose to interview as many or as few candidates as they wish. The committee may also decide to extend the deadline for applications.
2. Following the interview process, the committee shall decide which, if any, candidates will be nominated to Council.
3. Council will decide by majority vote to either elect a candidate or reject all candidates.

#### **PROJECT COMPLETION**

The committee shall be considered to have completed its mandate when a Chair of Council for the year 2021-2022 is elected by Council. The committee shall cease to exist at this time.

## **Appendix E – Missing Reports**

Students of African Descent Representative – Henderson Cartwright

Science Student Representative - Daniel Winters

Business Student Representative – Johanna Gates

First Year Representative – Brendan Roberts

Indigenous Student Representative – Justice Gruben & Molly Burke

President - Sarah Elliott

Vice President Academic – Siobhan Lacey

Vice President Residence Affairs – Jack Irvin