

COUNCIL PACKAGE

MARCH 17TH, 2019

PREPARED BY: MAGGIE BUNBURY – DEPUTY CHAIR

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Agenda
Students' Union Representative Council
March 17th 2019, 3:00pm
Council Chambers

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
7. Constituency Reports
8. Business Arising
9. Executive Reports:
 - President, Ms. Rebecca Mesay
 - Vice President Academic, Ms. Tiffany MacLennan
 - VP Finance and Operations, Mr. Tega Sefia
 - VP Activities and Events, Mr. Sean Hopkins
 - VP Residence Affairs, Ms. Kallie Ross
 - VP External Affairs, Ms. Clancy McDaniel
10. Students' Union General Manager Report
11. Committee Reports
12. Special Reports to Council
 - Council Initiatives Fund: Funding assistance for transportation to the presentation of the provincial government budget.
 - Discussion on the appointment of the Vice President Finance and Operations.
 - Nominations for the Birks Award and the Jason Simmons Memorial Award.
13. Old Business
14. New Business
 - Motion to approve the Emergency Grant Terms of Reference
 - Motion to approve the use of up to \$30,000 from the Students' Union endowment fund with the university, for a review of all the Students' Union governance documents, including but not limited to: The Act of Incorporation, the By-laws, The Constitution, and the Policy Manual.
 - Motion to create an ad hoc committee to initiate the review process of all the governing

documents of the Students' Union.

- Motion to ratify William Fraser for the position of Vice President External Affairs for the year 2019-2020
- Motion to ratify Natalie Doumkos for the position of Vice President Activities and Events for the year 2019-2020
- Motion to ratify Siobhan Lacey for the position of Vice President Residence Affairs for the year 2019-2020

15. Closing Remarks

16. Adjournment

STUDENTS' UNION REPRESENTATIVE COUNCIL MEETING MINUTES



Date: March 3rd, 2019

Time: 3:00pm

Call to Order

Meeting called to order at 3:02pm.

Roll Call

In Attendance

Board of Governors Student Representative – Emma Crilly

Graduate Student Representative – William Burgess

Science Student Representative – Bryan Fedchun

First Year Student Representative – Mary Bailey

Vice President Residence Affairs – Kallie Ross

Students' Union President – Rebecca Mesay

Vice President Academic – Tiffany MacLennan

Vice President Finance & Operations – Tega Sefia

Vice President Activities & Events – Sean Hopkins

International Student Representative – Happiness Bhoke John

Equity Student Representative – Iffat Sohi

Business Student Representative – Caelan Peters

Absent with regrets

Board of Governors Student Representative – Cecil VanBuskirk

Arts Student Representative – Lucas Middleton

Education Student Representative – David M. Lewis

Opening Remarks of the Chair

- Hi everyone, I have a statement for my opening remarks:

It has come to the attention of the Students' Union that there has been further concern surrounding remarks made in Council on January 27th relating to the LGBTQIA2S+ community. In response to the original remarks made in Council, the Graduate student representative was asked to publically acknowledge and apologize for the comments he made. The apology was delivered in Council on February 10th during the council reports. Following this apology, the Students' Union would like to re-iterate that it firmly stands with the members of the LGBTQIA2S+ community. We acknowledge that there is still a lot of work to be done at StFX to ensure the campus community becomes a place where all members of the LGBTQIA2S+ community feel safe and welcome. The Students' Union is committed to continuing the work of helping to foster this environment both in our words and our actions.

Approval of the agenda

Caelan – *Motions to approve the agenda*

Emma – *Seconds*

Motion passes 9-0-0

Approval of the minutes

William – *Motions to approve the minutes*

Caelan – *Seconds*

Motion passes 9-0-0.

Constituency Reports

Board of Governors Student Representative – Emma Crilly

- Had a Board of Governors meeting last week
 - Talked about inclusivity and equity on our campus.

Graduate Student Representative – William Burgess

- Things are going pretty well.
- Finally made way to get in contact with constituents.

First Year Student Representative – Mary Bailey

- Time capsule booth happening March 4th-8th.
- First year country night on March 9th.

Science Student Representative – Bryan Fedchun

- Looking forward to getting to know the new interim Dean better.

Tiffany – The dean is only interim so don't get too excited.

Business Student Representative – Caelan Peters

- Decided the Dean of Business should be renewed for a second term.
- Elected the president and vice president of the Schwartz business society.
- Had one person apply for my position for next year.

International Student Representative – Happiness Bhoke John

- Things have been very slow.
- Excited for the international fashion show. Good way to promote diversity. Come out and support. Proceeds are going to help a Syrian family in the province. Happening March 8th.

Equity Student Representative – Iffat Sohi

- Would like to encourage everyone to come to the International Fashion Show I will be emceeding it.
- Equity Advisory Committee for the University met. I was happy to provide some ideas to them about the Equity Student Leadership Conference.

Business Arising

None.

Executive Reports

Students' Union President – Rebecca Mesay

- Had a meeting with a CASA committee to update their strategic plan.
- Let me know if you have any comments, questions, or concerns about my report.

Caelan – Will there be an opportunity for us to give our feedback to Yana about the cultural competency training?

Vice President Academic – Tiffany MacLennan

- Want to thank everyone for participating in the fall reading week survey and promoting it.
- Fall reading week is passed for the 2019-2020 school year.
- McKenna Centre is having an open house on Thursday at 5:30pm. There will be free pizza.
- Senate meeting coming up.
- Been meeting with Kevin Wamsley about academic appeals. There are some areas that conflict with each other. Looking to fix some of that.
- Last Thursday had a meeting about the Quality of Life Committee. Mandate of the committee as well as the composition of the committee is a little outdated. Going to bring updated terms of reference to senate.
- Last Friday met with the Committee on Studies of Science. Discussed the possibility of bringing economics to a BSc to pair it with math.

Vice President Finance & Operations – Tega Sefia

- Since last Thursday I sent an ask to the Campus Affairs committee for \$4,000 to go towards the Student Food Bursary. If it goes through hopefully we will be able to cover 5 extra students next year so we could have a total of 10 students covered.

Vice President Activities & Events – Sean Hopkins

- Announced Scott Helman which will be happening on March 23rd. Open to all ages for students. Non-students must be of age.
- MacNeil won house hockey cup last night against MacIsaac.

Vice President Residence Affairs – Kallie Ross

- House hockey cup last night. Great turnout.
- I have been dealing with a few housekeeping things in my office.
- Had a couple other meetings with students interested in applying for the VPRA position next year.

Students' Union General Manager Report

- Applications for the four VP positions close this coming Tuesday at noon. If you know anyone interested in applying, make sure they know when the deadline is.
- Students' Union Award nominations are live. If you know someone who contributes to the university community nominate them. Banquet will be held April 2nd.
- Applications for sub-executive positions will go live this week once the applications for the VP positions close.
- There is a vote for VPA this week so hustle your friends out to vote.

Tiffany – Let's say we reopen any VP positions will sub-exec applications be pushed?

Sean – No.

Committee Reports

By-Law and Policy

- Motion to approve the part-time staff award terms of reference.

Organizational Review

- One of the projects we've been focusing on is updating the terms of reference for the executive positions. Hoping to bring the amendments to our next council meeting. Changes deal with committee things as well as new types of training.
- Have reviewed the terms of reference for the council positions which will be coming to council in two weeks.

External Affairs Advisory

- Met last Tuesday.
- Discussed the upcoming Women in Politics, Leadership and Advocacy Conference which will be held on March 16th.

Budget and Finance

- Council initiatives funds proposals which will be brought to council today.

Special reports to council

University Budget Presentation (Andrew Beckett)

This presentation can be obtained in Appendix A.

- Capital projects update
 - Mulroney Hall – people can move in sometime in June but official opening is September.
 - Nicholson Tower – re-opening sometime in June.
 - Ceremonial Flag Plaza – should be finished either May or June.
 - Oland Centre – updates to all the locker rooms under the grandstands.

Iffat – You mentioned there has been a recent focus on recruiting international students. I've noticed that most recruitment has been done in Catholic School Boards. Would you say that the school's recruitment is focused on Catholic students?

Andrew – No. Our contacts in those regions just happen to be from Catholic School Boards, the University is not targeting Catholic students.

Tiffany – Will you be putting more money in to the retention side of students?

Andrew – Retention is a major focus for us when you consider that between 1st year and 2nd year we lose 24% of students which is common in the university environment. Our efforts around retention include decreasing this number.

Sean H. – Last time you gave a presentation you mentioned that athletics was over budget. Has this been changed in the upcoming budget?

Andrew – Over the last couple of years we've been trying to put in better controls for team budgets and so far, the teams have been good at adhering to these budgets. This year we also implemented caps for each team so we think the budget should be fine for athletics for the upcoming year.

Rebecca – You said that the school is looking at increasing international enrolment but currently students are concerned about the international student supports on campus. Have there been considerations towards improving the international support systems on campus in the budget?

Andrew – We have been looking at improving the international supports of campus such as the Office of Internationalization.

Council Initiatives Fund Presentation: A photographic and Visual Exhibit (Nic Latulippe)

- My styles of photography
 - Films
 - Biographical photography
 - Animals
 - Landscapes

Sean R. – What was the total ask?

Nic - \$1,100.

Emma – I appreciate your proposal. I've seen a lot of them and I appreciate the work you've put in. Are you going to be selling these prints?

Nic – If it wasn't funded I would probably sell some of them to balance out some of my costs but if it was decided to be funded I would be completely willing to donate the art to the University.

Sean H. – I think it's a great idea. I remember chatting with Bruce Campbell who manages the art gallery and he told me that out of all his years here he has never seen a student run gallery before.

Nic – Normally individuals usually get paid to show their artwork in the gallery.

Tiffany – I appreciate your photos. I still see this as kind of Nic Latulippe presenting Nic Latulippe. How do plan on incorporating the aspect of students getting paid to present their artwork where you're paying out of pocket. How can you bring your messaging into advocating for students more who want to exhibit their artwork?

Nic – Working with the Students' Union and not making this a one off thing such as taking some, lets say \$500, to give to a student each year to exhibit their artwork.

Emma – We have seen council initiatives going towards art projects often and with this being a student run gallery this is setting a precedence to show that students can do this and to help students see that they can be proactive like this.

Nic – Yeah and I didn't know about the fund until I went to Tega and asked how I would be able to take some of the financial burden off myself.

Sean R. – Point of information – the initiatives fund was used for the Xaverian Review, a paper about finances for business students, and gift cards for students who were experiencing food insecurity.

Rebecca – Would you be willing, regarding the work you've been speaking of, to hosting a work shop for students to teach them about photography and showing them how students can do initiatives such as this.

Nic – Yeah for sure. As you saw with regards to the Instagram responses I received some of those were students asking for advice on photography. If we were looking to do this on a more formal basis I would be happy to do this as well.

Caelan – How long are you in the gallery for?

Nic – March 4th-14th.

Caelan – Is this the usual time for a gallery?

Nic – No the time is usually a month.

Council Initiatives Fund Presentation: Xaverian Review (Natalie Chicoine)

This presentation can be found in Appendix A.

Emma – How many extra copies did you have left over last year?

Presenters – Around 40.

Sean R. – It's cheaper to print more copies than fewer.

Caelan – Are you guys a ratified society?

Presenters – Yes we are.

Emma – How many people ended up coming to the event?

Presenters – Around 100 people. It's a good 3 hours so hopefully people will be able to come before or after their night classes.

Tanaka – So what is the total ask?

Presenters - \$2,000.

Emma – *Motions to approve the \$1,100 ask for Nic's gallery*

Caelan – *Seconds*

Discussion:

Emma – I see this as great promise that shows students that they can exhibit their artwork and it's a good opportunity to allow students to display their artwork in university buildings.

Caelan – *Calls to question*

Iffat – *Seconds*

Motion passes 9-0-0.

William – *Motions to approve the \$2,000 ask for the Xaverian Review*

Happiness – *Seconds*

Discussion:

Iffat – I think I agree with Tega's point about having money left over from last year but I don't know if that net should be \$1,400.

Sean R. – We don't know it's going to be that much though.

Sean H. – If I'm not wrong one of our core values is sustainable and attainable and having this extra fund would allow this to be both sustainable and attainable.

William – *Calls to question*

Bryan – *Seconds*

Motion passes 9-0-0.

Old Business

None.

New Business

Motion to approve the part-time staff of the year award terms of reference

These terms of references can be obtained in the March 3rd Students' Union Representative Council Package at www.theu.ca

- Basically we will just be adding into our awards bylaws a new award that will be added this year.

Emma – To clarify there will be one award but there could be more than one winner.

Tanaka – One point that came up in Bylaw and Policy was the 60% average and whether or not that should be lowered because part-time staff aren't hired based on an academic average.

Emma – Does the average follow suit with all the other awards?

Sean R. – Most awards don't have academic averages.

Emma – One thing we talked about in Bylaw and Policy was changing using the wording of academic excellence because academic excellence to one person is not the same to another.

Sean R. – Would you all agree to remove the academic average?

Tega – I think it's currently in place with Drive U drivers because the applications have to be checked with Student Life.

Caelan – *Moves to amend that Item 3 of Sub-Section 6 be stricken from the terms of reference*

Happiness – *Seconds*.

Motion passes 8-1-0.

Tiffany – I think this is a great idea. Our part-time staff work harder than some other folks.

Emma – *Motions to approve the apart time staff of the year award terms of reference*

Caelan – *Seconds*

Motion passes 9-0-0.

Closing Remarks

- Election is coming up on Wednesday so tell your friends!
- Doodle polls have been sent out for hiring panels.

Adjournment

Caelan – *Motions to adjourn*

Emma – *Seconds*

Motion passes 9-0-0.

Appendix A

Xaverian Review

Volume 2

OUR VISION & MISSION

- ▶ The Xaverian Review was created last year by a group of students who wanted to expand the creative culture on the StFX campus .

Our mission this year is to do the following :

- ▶ Provide a space for creative minded students
- ▶ Foster a sense of community in the art culture on campus by bringing together various aspects of that very community in one space where it can be appreciated by all.
- ▶ Offer a portfolio building experience for contributors.
- ▶ Create meaningful relationships with arts-based institutions I.e art gallery, CFXU radio, philosophy society, English society, Pride, etc.

WHAT WE'VE ACCOMPLISHED SO FAR!

- ▶ Over the last year we have gained the support of faculty and staff on the StFX Campus such as Bob Hale, Andrew Beckett, Doug Smith, Jacqueline De Leebeeck just to name a few. As well as many members of the surrounding StFX community.
- ▶ We've been able to do this by producing smaller events both this year and last leading up to our larger launch events.
- ▶ We've worked for, and raised over \$3000 last year in order to launch Volume 1 of the Xaverian Review, and create a safe & creative space for art & culture on campus.
- ▶ Successfully put on our biggest event, the 'Xaverian Review Volume 1 Launch Event'.

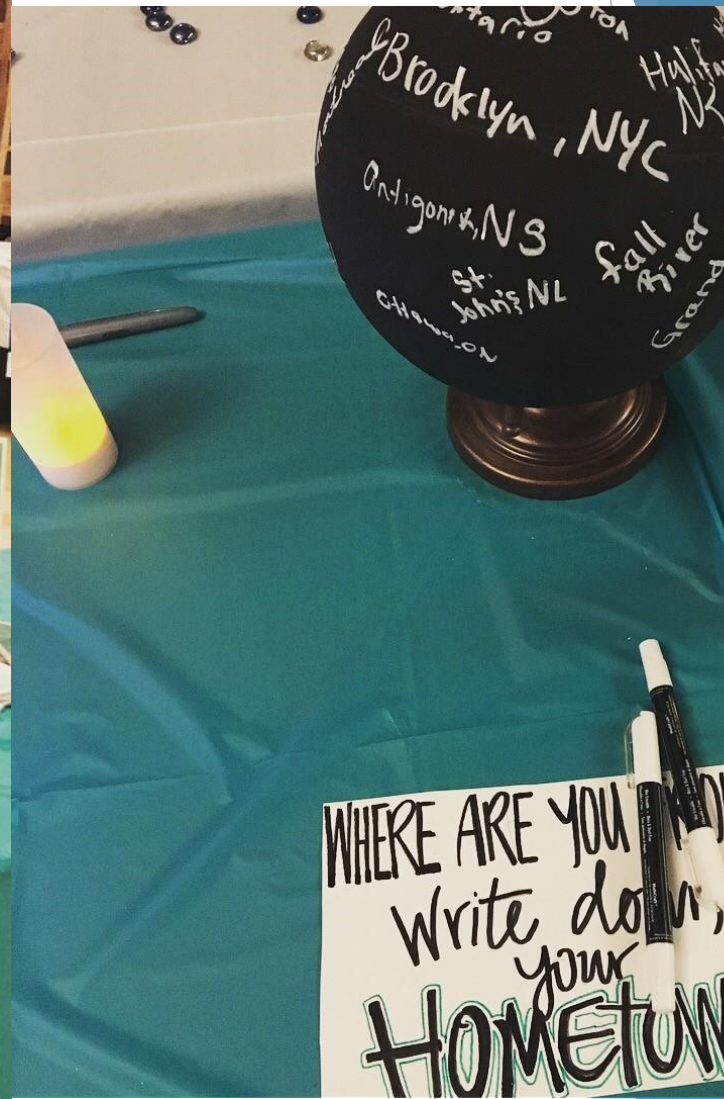
LAUNCH EVENT DETAILS

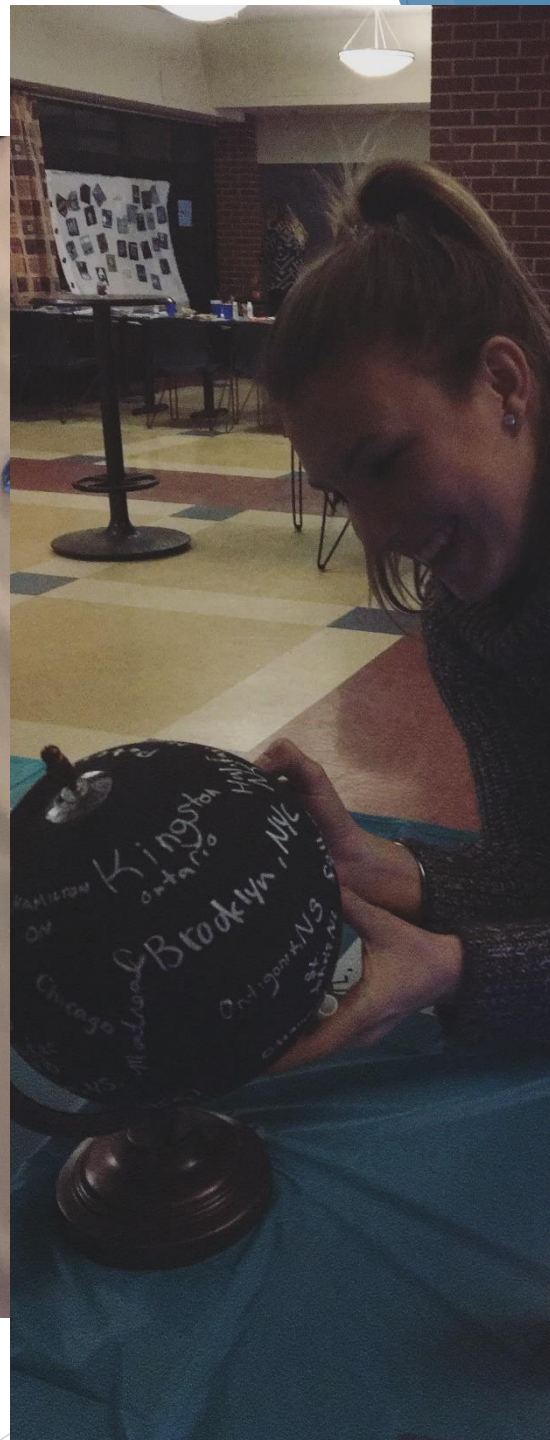
- ▶ Launch of The Xaverian Review, Volume 1
- ▶ Distributed hard copies to our guests and of course our contributors.
- ▶ Live performances by our contributors and other creative members of the StFX Community
- ▶ Rolling canvases displaying members of the StFX Community's artwork (paintings, drawings, photography, etc...)
- ▶ Creativity Corner where guests could express their own creativity!
- ▶ Art Show in progress in the gallery also livened up the entire space.
- ▶ Catered by Sodexo
- ▶ Audio set up provided by CFXU













Breakdown of Funding 2018 & 2019

Where Funds came From (2018)	Amount
Pepsi Foundation	\$1500
Student's Council Initiative Funds	\$2000
Bob Hale (Rental Fee)	\$150

Total Amount of Funding in 2018: \$3500

Funds for 2019 Year	Amount
Leftover from previous year's funds.	\$812.38
Bob Hale Donation	\$500
(Student Council Initiative Funds	\$2000

Total Amount of Funding in 2019: \$3312.38

2018 Costs vs 2019 Costs

(taxes included, if applicable)

2018 Costs	Expense Amount	2019 Costs	Expense Amount
XR Printing Costs	\$1170.70 (300 copies)	XR Printing Costs	(\$1100 for 300 c
Printing of Artwork for Rolling Canvases	\$82.63 (35 prints)	Printing of Artwork for Rolling Canvases	\$125-\$140 (50 Pr (Estimated)
Venue Rental Fee	\$150 (Paid by Bob Hale)	Venue Rental Fee	\$150
Catering for 75-100	\$552.55	Catering for 70	Estimate to be \$
Décor & Creative Props	\$124.64	Décor & Creative Props	Using some of la years, so aprx. \$
Creativity Corner Materials	\$63.85	Creative Materials	\$60
X-Patrol Team	\$693.25	X-Patrol Team	\$Appx. Same

Total for 2018 Expenses = \$2687.62

Total for 2019 Expenses = \$2593.25 (apro

Funds leftover for following year: \$812.38

Funds leftover for following year: \$719.13

Thank you! Questions or
Comments?

Finance & Administration Student Union Update

March 3, 2019

AGENDA



- 2017-18 Budget & Projected Results
- 2019-20 Budget
- Capital Projects Update

2018-19 Projections



- 2018-19 Budget & Results to date
 - Budget – (\$3,200,000)
 - Projected – \$15,000
 - Additional funding from Province
 - Repairs & Maintenance costs higher than budget
 - Residence Occupancy lower than budgeted target
 - Banner upgrade costs

- Key Assumptions
 - Government Operating Grant – 2% Increase
 - Enrolment – Flat domestic enrolment; increase of 30 international students
 - Student Fees
 - Tuition increase of 3%; Other fees increasing 3%
 - Ancillary Fees – Room rentals increasing 1.46%; meal plans increasing 3.4%
 - Salaries – Collective Agreements with NSGEU, Unifor and CUPE are currently being negotiated, StFXAUT Agreement expires on June 30, 2019.
 - Residence Occupancy – 95% (Coady-MacNeil may be used as a residence depending on overall demand).

2019-20 Budget



- Balanced budget
- Total Operating Revenue - \$88,464,000
- Total Operating Expenses - \$88,460,000
- Ancillary Services – (\$1,000)

- Draft budget contains targeted investments that align with key aspects of the StFX Strategic Plan 2017-2022.
 - Additional resources to the Recruitment and Admissions area that will focus on international recruitment and overall student retention.
 - Additional investment for the Development Department (funded by the Endowment Fund) to support fundraising activities.
 - Additional investment will help address continued risks associated with IT Security and Occupational Health & Safety.
- Funding and associated expenditures (Communications and Scholarships) associated with the donation from Mr. Gerald Schwartz for promotion of the Business School.

2019-20 Budget



- Revenue

2018-19 Budget	2019-20 Budget	Difference	Percent Increase
\$ 80,728,000	\$88,464,000	\$7,736,000	9.58%

- Increase in Operating Grant - \$3,950,000
- Annual Adjustment to Operating Grant +2%
- Tuition Fees +3%
- Enrolment + 30 International students
- Growth in Endowment revenues
- Schwartz funding for Business School Scholarships

2019-20 Budget



- Academic Expense

2018-19 Budget	2019-20 Budget	Difference	Percent Increase
\$49,458,000	\$52,066,000	\$2,608,000	5.27%

- Estimated cost of living wage settlement and progression through the ranks
- New Director for the Institute of Government (funded from additional endowment revenue)
- Additional funds to support international recruiting efforts

2019-20 Budget



- Student Services Expense

2018-19 Budget	2019-20 Budget	Difference	Percent Increase
\$8,970,000	\$9,777,000	\$807,000	9.0%

- Scholarships & Bursaries expense increasing due to Schwartz Scholarships for Business School, Mulronev Scholarships and other new funded scholarships/bursaries
- Student Support Services increasing due to additional costs associated with the Accessible Learning Centre which are being funded by the Provincial Government.

2019-20 Budget



- Advancement Expense

2018-19 Budget	2019-20 Budget	Difference	Percent Increase
\$3,290,000	\$3,745,000	\$455,000	13.83%

- Communications costs increasing due to costs of Business School promotion being funded by Mr. Schwartz
- Comprehensive Fundraising Campaign costs that are funded through endowment fund levy approved by the Board in 2017.

- Facilities Management Expense

2018-19 Budget	2019-20 Budget	Difference	Percent Increase
\$9,224,000	\$9,770,000	\$546,000	5.92%

- Additional cleaning costs associated with opening of Mulroney Hall
- Allocation of costs to capital for Lane Hall no longer continued. Building was used for temporary location for Faculty/Staff during renovation of Nicholson Tower. Plan to demolish building as part of Centre for Health Innovation project.
- Utilities budget up slightly. Oil prices are rising however this is being offset partially by lower consumption due to energy saving program and geothermal field being used for Mulroney Hall and Nicholson Tower.
- Repairs and Maintenance budget remains at \$600,000. Discussions are on-going with the Province related to the MOU which we hope will provide for some additional funding to assist with deferred maintenance issues.

- Information Technology Expense

2018-19 Budget	2019-20 Budget	Difference	Percent Increase
\$3,927,000	\$4,177,000	\$250,000	6.37%

- Costs to address security challenges
- Wifi upgrade completed in 18/19 being funded over 5 years
- Computer replacement costs increasing as we attempt to address timely replacement of older computers

- Administration & General Expense

2018-19 Budget	2019-20 Budget	Difference	Percent Increase
\$5,301,000	\$5,421,000	\$120,000	2.26%

- President's Office expenses decreasing due to some travel costs being allocated to the Comprehensive Fundraising Campaign
- Human Resources costs decreasing due to the separation of the Risk Management function into a new line item
- Risk Management function was previously included with Human Resources and Occupational Health and Safety position added.

- Ancillary Services (Net Revenue)

2018-19 Budget	2019-20 Budget	Difference
(\$457,000)	(\$1,000)	\$456,000

- Residence revenues increasing as a result of fee increases and addition of rentals associated with utilization of Coady-MacNeil.
- Food Services revenues increasing due to increased retail sales and fee increases.
- Conference Services revenue is down from prior year. 18/19 budget included revenues associated with hosting the National Special Olympics.
- Conference Services costs down as a result of costs associated with hosting the National Special Olympics in 18/19.

Challenges



- Academic Programming
- Deferred Maintenance
 - Facilities
 - Technology replacement
 - Small equipment replacement
- IT projects
- Debt Reduction

Future Years' Forecast



- Scenarios developed looking at next 5 years
- Will require additional enrolment of approximately 100-120 students (or 50-60 international students) per year in each of the coming years in order to achieve a balanced budget.
- Longer term financial sustainability will more than simply a focus on recruitment and retention. Other areas of focus include:
 - Increased endowment funding for scholarships, academic chairs and other operational items
 - Expenditure reduction through elimination or reorganization of programs/services

Capital Projects Update



- Mulroney Hall
- Nicholson Tower
- Ceremonial Flag Plaza
- Oland Centre
- Campus Grounds Plan

QUESTIONS?

Graduate Student Representative Report - William Burgess

Several members of my constituency were unable to vote in the last election. Some grad students told me that they received no email with a link to vote, and excluded the explanation of a too-sensitive Junk-filter because there was no such email in their Junk folders either. Because these emails represent the primary, or the only, means of informing some students that an election is happening and of providing them voting access, this is tantamount to a failure of the voting system. Moreover, I do not know if this patchy disenfranchisement is restricted to grad students, or if it affects undergrads. This disenfranchisement of some of its members should concern the Union, and I ask the Returning Officers to investigate the matter, so that future elections include all eligible voters.

The Budget and Finance Committee has not met since the Council last met, but we have carried on our work by email.

Many grad students remain unengaged in student life and none have approached me in office hours, though I have spoken to several in personal meetings. I suspect that the culture of StFX, focusing on undergrads almost to the exclusion of grad students, has exacerbated the insularity typical of many grad students. Grad students' most important relationship is always with their adviser, and even in very high research institutions grad students often fail to make friends or feel engaged; an institution that has no graduate program at all in many departments discourages its grad students from identifying with the university community. Possibly this problem is insoluble, given the facts of StFX's undergraduate-focused past and present. However, it is too early to reach such a conclusion. I intend to reach out to individual grad students as well as to the Union and to university administrators to determine what is the present state of graduate engagement in StFX, then determine how to proceed.

Business Student Representative Report - Caelan Peters

I would like to congratulate Johanna Gates as the incoming business rep. I am developing transition documents for her which will also hopefully include information that is useful to other incoming representatives.

The U hiring panels are ongoing for next year's team and I would like to publicly denounce the decision that was made to override the panel's decision on a candidate in favour of a separate candidate of the incoming president's personal preference. I do not believe that this is aligned with the values of The U and that all students should have an equal opportunity to apply for positions regardless of their relationship with any elected representatives. It is for this reason that I have decided that I will not partake in any other hiring panels for the executive level as I believe that my time serving my constituents would be better spent advocating for a fair and equitable environment within council rather than to speak on a hiring panel and have it treated as a formality rather than a tool to ensure that The U is held to its core values and standards by committing to a fair hiring process.

Throughout my term as business representative I have put the interests of my constituents above my own when coming to any table as their representative. I see this position as a position to serve others rather than to execute my own personal wants and I hope that this belief will be maintained in future representatives instead of continuing along the path that we have seen this past week.

Sincerely,
Caelan Peters

Arts Student Representative Report - Lucas Middleton

These past weeks have been quiet in the arts specifically, but a rather mad rush as far as Union affairs go. To begin with what I've been doing on University committees, the academic priorities and planning committee (APP) met on the 7th, and the APP sub-committee on Exam Regulations met on the 14th. The APP meeting was comprised mostly of subcommittee reports, all of which are still ongoing. The Exam regulations subcommittee is going strong and will be releasing a survey in the coming weeks to better inform our recommendation on a revised exam regulation policy to Senate. The University senate also met on the 4th, though quorum was not met due to weather and only reports were given, no motions passed, and therefore there is nothing of substance to report.

On Union business, the bylaw and policy committee continues to meet weekly, and we are now waiting for the 'all clear' from the Union's lawyer before we present our updated bylaws around removal from office and then subsequently a revised terms of reference for a variety of positions. I also had the opportunity to sit on the hiring panel for next year's VP External. We unanimously decided on a nomination to put to council which I firmly believe is the right choice, both in candidate and protocol. I would also be disappointed if I did not mention mine and my constituents' disappointment with the handling of some of the other hiring that has occurred in this process.

I look forward to eventually being able to pass some of the bylaw and policy committees work from the past year.

First Year Student Representative Report - Mary Bailey

I hosted the first year country night on Saturday March 9th. 200 people attended. It went well! First year time capsule went well, received quite a few letters but I am still accepting them during my office hours. Campus Affairs met on March 12th we voted in favour of \$4000 of the campus affairs budget to go towards food insecurity bursaries. I sat on the VP Finance and Operations interview panel on March 9th.

I will continue to promote and attend my office hours and stay active on my Facebook page!

Board of Governors Student Representative Report - Cecil VanBuskirk

Councillor Report: March 17th, 2019

Since the last council meeting on March 3rd, I have been very busy in my transition into my new role as Students' Union President. Over the last two weeks I have been focused on building a relationship with my newly elected Vice President Academic, Emma Kuzmyk and determining our vision for the 2019-2020 school year. I am very excited to be working with Emma, because she is someone that is able and willing to teach me her knowledge around sexual violence prevention and how to continue to prevent it. I am very thankful that she will help guide our team this year!

In the coming weeks I will be continuing my transition by attending the CASA Annual General meeting, as well as learning as much as I can from the current president, Rebecca Mesay. I am excited for the next two weeks to learn, engage and grow so when that when our team get to our office on May 1st, we are ready to begin implementing our vision of a great St.FX today, but an even better one tomorrow.

We need your help St.FX!

Let us know how we can serve you better or if you have any questions at all!

Sincerely,

Cecil VanBuskirk

Board of Governors Student Representative

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Equity Student Representative Report - Iffat Sohi

Over the past few weeks, I had been working for the preparation of emcee the International Fashion Show. I am very proud to say that this event was a great opportunity for students to know more about cultures around the world. This event promoted diversity inclusivity, awareness about various cultures and traditional attires. I hope events as such, that celebrate diversity continue to happen. I also had the opportunity to view and provide feedback for the Self-Identification survey that will be sent out to the faculty and staff. On Thursday March 14, 2019, I met with the Sexual Violence Policy Review Panel to discuss about the upcoming policy. I have been also working on gathering data about various residence options that are available in different universities for the All Gender Housing Committee. I am looking forward to working with committee to make residences safer and welcoming for all students.

The External Affairs Advisory Committee met twice since last council meeting. All the members of the committee have been preparing for the Women in Politics, Leadership and Advocacy Conference, which will be held on March 16, 2019.

The Equity Advisory Committee for Students' Union scheduled to meet this Friday, where we shall be discussing the concerns regarding the International Office.

Further on, I aim to address as many issues I can within my constituencies and encourage student involvement in the Students' Union. I hope to work as hard as I can and give my best before my term finishes.

Students' of African Descent Representative Report - Summer Upshaw

Constituency Report, March, 14th, 2019

Over these past few weeks, I've recently resumed my position as Counsellor after finishing my campaign for Vice President Academic. I was required to be on leave of absence over the course of a week in which I maintained my active campaign. Since campaign end, we've jumped right into hiring panels, essentially hoping to form our incoming executive team for the 2019-2020 academic year. Discrepancies throughout the hiring process has caused hiring to come to a halt. Information on when hiring panels are to resume and whether they are to resume will be given within these upcoming days.

Apart from that, I have been remaining active within my committees (Org Review & Equity Advisory Committee). Agenda items within Org Review have revolved around reviewing/ updating the Terms of Reference for Executive Members. Equity Advisory Committee is said to meet Friday (March 15th) to discuss [any] relevant issues of impact.

I also took part in the first annual International fashion show, hosted by Norah Quirk and Kelsey Jones. The event was a huge success in terms of participation and student designs, however in terms of advertising, turnout wasn't as great as we had hoped for, however the spirit was upheld, nonetheless.

BLACC Students' Society has begun their hiring process for the incoming Executive team, The Collective. Hiring is set to take place this upcoming week; all candidates will be updated and notified if/when they have received and interview.

One last item to mention would be that I've recently had relations with the incoming African Descent Rep in which we sat down to discuss her role, aims and objectives for the position, and to clarify the role/ dynamic by acting as both Representative Counsellor and the BLACC Students' Society Communications Liason.

Award Descriptions for Council Nominations

BIRKS AWARD: Shall be awarded annually to a graduating student for outstanding contribution to student government. The Student's Union Representative Council shall nominate and then elect, by secret ballot, the recipient of the Award. There shall be a permanent trophy bearing the names of all the recipients. The trophy will be kept in the University Centre.

JASON SIMMONS MEMORIAL AWARD: Michael Jason Simmons '96 was a Business Administration student who died in a tragic car accident on February 7, 1997. He was the House President of Lane B and served two terms as Activities Commissioner of the Students' Union. The award is to recognize a member of Council who enjoys life to the fullest both socially as well as extra-curricular. This award is not judged on academics but rather on enthusiasm, energy, and Xspirit displayed throughout the Xaverian community. This person is a true ambassador of St. FX both here and away from our university. The Students' Union Representative Council will choose the award annually by secret ballot. The award is not to be given in a year if Council does not feel there is a deserving recipient.

APPENDIX N

STUDENTS' UNION EMERGENCY GRANT PROGRAM

SUB-SECTION 1: EMERGENCY GRANT TERMS OF REFERENCE

The Emergency Grant Program began in September of 2017 as a means to assist current StFX students facing immediate financial need. The Union recognizes that many things can impact a student financially while attending university, and has put this funding in place to support students through these instances.

1. All funding from the Emergency Grant Program by the Union shall be determined in adherence to the following policies:
 - i. Any student wishing to apply for funding through the emergency grant program can apply via an application form available on the Union's website.
 - ii. The Union will not recognize any emergency grant requests that do not uphold the provisions and spirit of the Nova Scotia Human Rights Act as amended by the Canadian Charter of Rights and Freedoms.
 - iii. The Union shall not be legally responsible for the activities of an emergency grant recipient.
 - iv. Emergency grants will not be required to be paid back to the Union or the University.

2. Terms for being considered eligible for an emergency grant:

The Emergency Grant Review Committee shall review all emergency grant applications and allocate monies deemed appropriate to the need. This may be less or a greater value than what was initially asked for. To receive an emergency grant the applicant shall demonstrate the following:

- i. The applicant must be in good judicial standing with the University and Union.
- ii. The applicant must complete an application form available on the Union's website.
- iii. While there is no limit on the amount of funding allocated per student, discretion will be up to the committee.
- iv. Priority will be given to students:
 - a. That can demonstrate an active role in managing personal finances;
 - b. whose primary source of funding is through a provincial loan program or personal employment;

c. that do not currently hold a university scholarship.

3. Emergency Grant Submission Process

- i. Applicants will submit an application via the Union website detailing the specific reasons and need for an emergency grant. The application form will only ask for a student number for identity. The applicant's name will never be disclosed to the members of the Emergency Grant Committee.
 - ii. The Emergency Grant Review Committee will meet weekly to review new or active emergency grant requests.
 - iii. The representative from Financial Aid will be granted access to the applications prior to the committee meetings to provide the committee with any pertinent background information on behalf of the applicant.
 - iv. Applicants may be required to provide additional information and will be contacted via the Emergency Grant Review Committee Chair.
 - v. The Emergency Grant Review Committee will review all information provided and make decisions in a timely manner.
 - vi. The Emergency Grant Committee Chair will notify the applicant of the decision and where the grant funding can be received.
4. All members of the Emergency Grant Review Committee will sign confidentiality agreements in relation to personal information provided on application forms each year.
5. The membership of the Emergency Grant Review Committee is to include:
- i. The VP Finance and Operations, Students' Union (Chair) (voting)
 - ii. Representative from the StFX Financial Aid Office
 - iii. Accounts Manager, Students' Union
 - iv. Two (2) Representative Councilor (voting)