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| Students NS | Board of Directors | students  |
| | <i>Meeting Minutes</i> | |

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| Meeting Name: | Board Meeting | | |
| Meeting Date: | November 4, 2012 | | |
| Meeting Time: | 1:00PM, AST | | |
| Venue: | St. Francis Xavier University | City: | Antigonish, NS |
| Attendees | | | |
| Primary and Secondary Delegates: | <i>Kyle Power (Chair/ASU), Nick Head-Peterson (SFXUSU), Matthew Rios (ASU), Jamie Arron (DSU), Jared Pery (SMUSA), Patrick Carruthers (Treasurer/SFXUSU), Kat LaFortune (DAGS/DSU), Alana Lawrence (CBUSU), Michelle Labey (Vice-Chair/CBUSU), Mike MacDonell (SMUSA)</i> | | |
| Other attendees: | Jonathan Williams (Executive Director), Alexis Zederayko (Volunteer Recorder) | | |
| Absent: | Aaron Beale (DSU) (regrets), Robert Bossler (ASTSU) (regrets), Jesse Smith (ASTSU) (regrets) | | |
| Quorum (50% of Members represented?): Yes | | | |

- 1) Call to order

- 2) Roll call

- 3) Approval of Agenda
 Agenda circulated, no amendments.
 Agenda **approved by general consent.**

- 4) Approval of 12.09.10 Minutes
Minutes not yet circulated. Item deferred to next meeting.

REPORTS

- 5) Reports of the members
- a) ASU
 - i) Preparing for student summit and trip.
 - b) CBUSU
 - i) Preparing for student summit.
 - ii) Working with Matt to create an alcohol policy.
 - c) DSU
 - i) Mental health conference.
 - ii) Gearing up for CASA and student assembly.
 - iii) Sends belated regrets regarding student roundtable, there was a mix-up with respect to the timing and location.
 - d) SMUSA
 - i) Preparing for student assembly.
 - ii) Preparing for referendum. Will know more about it by the end of the week.

MR (ASU): Is quorum required for the referendum? (*No.*)
 - e) SFXUSU
 - i) One month until X-Ring.
 - ii) Attended informal lobby meeting with Federal politicians
 - f) ASTSU - Absent
- 6) Reports of the Officers
- a) Chair – Kyle Power (ASU)
 - i) Working on International Student MSI issue. Submitted formal requests for coverage. Partnered with CONSUP (*Council of Nova Scotia University Presidents*) on this ask, and they support the letter that StudentsNS plans to submit. Currently waiting for feedback.
 - ii) Completed first review of the system funding position paper. It is ready to be presented at student assemblies.
 - iii) Attended student governance roundtable with the Deputy Minister of Labour and Advanced Education. Had very interesting discussions.
 - iv) Attended the PC Caucus meeting with the Executive Director of StudentsNS. Discussed policy ideas for platform.
 - v) Recorded a video and sent it, along with a letter, to the Nova Scotia Community College for their AGM. They are receptive, but have questions.

N H-P (SFXUSU): Was the MSI document signed?

KP (Chair): It was not signed, as it was an email outlining requirements. Essentially, it was a modified version of the briefing document.

b) Vice-Chair

- i) The name of this organization is officially “Students NS”, as this name has been sent to the Registry of Joint Stocks.

JW (ED): Actually, it’s sadly not. Will provide an update.

c) Treasurer – Patrick Carruthers (SFXUSU)

- i) Has signed off on September’s financial statements, and will proceed to look over October’s. He will ask about any items that seem to be questionable.

7) Reports of the staff

a) Executive Director: Jonathan Williams

- i) Regarding the organization’s name, the Registry of Joint Stocks has raised two concerns:

- (1) They want “society” or “association” written into it for legal and financial purposes.
- (2) They feel that StudentsNS is too similar to several other names that are already registered.

ED feels that these concerns are not founded; it is what an organization accomplishes that differentiates it from other organizations. ED will have to write a letter to acknowledge these concerns. We will also have to ask NSSSA for permission to change our name. Our legal counsel says that we do not have much choice in the matter, but that any necessary changes shouldn’t affect branding.

PC (Treasurer): Requested clarification regarding retaining a lawyer to ensure fair treatment of organization.

JW (ED): Has been in contact with legal counsel and will look into it further. BF (Communications) spoke with the NSSSA Board, and will need to speak with registrar. We may consider legally staying as “ANSSA”.

ML (Vice-Chair): While there will be no influence on re-brand, will the website be affected?

JW (ED): There will be no impact, and the website will launch Friday, as planned.

MM (SMUSA): Requests clarification as to whether or not name is intellectual property.

JW (ED): Will be in contact with the lawyer on this matter.

- ii) Met concerning the Health study with CONSUP. The result was good, and the government decided to change the format. Epidemiologist at the table agreed with our concerns. The project has been changed to an environmental scan and audit of food available on campus, including the cost of healthy food. ED was pleased with outcome, but also would like feedback from the Board. Would like to see focus groups including students to examine barriers to healthy goods. May also direct financing from CONSUP to StudentsNS.

MR (ASU): Requests clarification regarding completion date. (*Not sure*)

MM (SMUSA): Notes support for these changes.

N H-P (SFXUSU): President of SFXU has more power to ensure questions are answered, so unsure we want to take away authority over the study from CONSUP.

JW (ED): Asked board if they feel that University officials would be eager enough to pursue it. Notes that the government is giving money to Universities to audit themselves.

N H-P (SFXUSU): Notes that we can follow-up and ask for accountability.

JW (ED): Funding came from nutritional program. StudentsNS drew attention to the fact that it wasn't sufficient for the broader study that was initially proposed.

- iii) StudentsNS website goes live this week. He also received branding materials. They are good, except for the report templates, but overall represent a dramatic improvement. We are purchasing stand-up banners through Kula. ED would like them to be completed in time for student assemblies this month. We are also purchasing horizontal multi-purpose banners with StudentNS and school logos, along with the slogan: "Nova Scotia Students Unite."
- iv) ED has mixed reviews about working with Kula Partners. They were slow, and would not call us, insisting on doing business by email, which was frustrating. Their methods cost us and them time and money.
- v) The first draft of the funding formula paper will be out this next week. Work has been started on International paper. Ancillary fee paper is not expected until March.

Chair moved for session to go in camera. Motion **passed by general consent.**

In camera.

Out of camera.

- vi) BP (Research) attended the Quality Working Group. They discussed key performance indicators which will probably be obtained from MPHEC.
- vii) ED submitted an application to D250 for student assembly support. Each school can also submit a request for funding.
- viii) Regarding the SMUSA referendum, BF (Communications) is working on this campaign. Student assemblies will be used as opportunities to educate students regarding StudentsNS.
- ix) ED met with faculty associations regarding the strike mandate.
- x) There is no news concerning the new Hub space.

DISCUSSION AND APPROVAL

8) By-Laws amendments

Matthew Rios (ASU) **moved** and Nick Head-Peterson (SFXUSU) **seconded the motion to begin a Meeting of the Members. Motion passed** by general consent.

Roll Call: CBUSU, SMUSA, SFXUSU, ASU, DSU present.

Internal Governance Review – Feedback from Veronica MacNeil

- a) Removed words from item 7 "by ordinary resolution."
- b) Requested that Vice-Chair will give registrar annual final audit.
- c) During the AGM, StudentsNS will henceforth present Board of Directors and Officers.

- d) Removed item 56; budget is not able to be amended, as it is a projection and it is not normal for it to be amended.

Nick Head-Peterson (SFXUSU) **moved** and Michelle Lahey (CBUSU) **seconded the motion: Be it resolved** that Members of Students Nova Scotia/ANSSA approve the amended By-Laws as proposed.

Vote:

CBUSU - Yes

SFXUSU – Yes

DSU – Yes

ASU – Yes

SMUSA - Yes

Motion passed unanimously.

Matthew Rios (ASU) **moved** and Nick Head-Peterson (SFXUSU) **seconded the motion to adjourn the meeting of the members. Motion passed** by general consent.

9) Vision, Values, Mission, Principles amendments

- a) Added “and includes students in decision-making” to Vision
- b) The Mission Statement was modified. It was made shorter with the insertion: It is the mission of Students Nova Scotia to represent the collective interests and priorities of post-secondary students in Nova Scotia. Leading to the list of different activities StudentsNS pursues, the following sentence was inserted: “In pursuit of this Mission, StudentsNS will:”
- N H-P (SFXUSU): Noted that both “StudentsNS” and “SNS” are used throughout the document.
- JW (ED): Requested Board’s permission to amend for consistency. *(Granted)*
- c) Principles ordered alphabetically.

Nick Head-Peterson (SFXUSU) **moved** and Jared Perry (SMUSA) **seconded the motion: Be it resolved** that Students Nova Scotia approve the amended Vision, Values, Mission, Principles as proposed.

Vote:

CBUSU - Yes

SFXUSU – Yes

DSU – Yes

ASU – Yes

SMUSA - Yes

Motion passed unanimously.

10) Governing Policies amendments

- a) Re-ordered items to better represent responsibilities. Changes made to section 4, subsections: c, d, e, f, g, h, i, j, k, l, m, n, o, p
- N H-P (SFXUSU): Requested clarification regarding Board's responsibility to re-offer employment or issue termination to the ED - should this item be written in? Offers suggested amendment.
- MM (SMUSA): Requested that the Board return to this proposed amendment later.
- JW (ED): Noted that the details of this responsibility are outlined in the policies, but he will flag the item to work on later.
- N H-P (SFXUSU): Noted that the item is only missing one part.
- JW (ED): Given the by-laws, the Board has the power to fire the ED. It is already written in.
- b) Removed item #5 (creating reports): this item is already listed as a responsibility.
- c) Removed references to the code of conduct in item 6, as Students NS does not currently have one.
- d) Chair requested that members make a greater effort to attend meetings. Meetings will be scheduled at the beginning of the semester so that members may resolve scheduling conflicts in a timely manner.
- KP (Chair): StudentsNS will begin to function more like other councils in this regard, with scheduled meetings twice per month. Noted that he has been lax lately regarding attending, but it will be enforced.
- ML (Vice-Chair): Requested clarification regarding item #7 term "when possible."
- JW (ED): Noted ambiguity of term "reasonable notice."
- N H-P (SFXUSU): Requested clarification of term "reasonable notice."
- JW (ED): Suggested 1 week as a reasonable timeframe.
- N H-P (SFXUSU): Noted that 4 days may not be enough time if the Board member is out of her/his office. One week is good.
- e) Board Member Responsibilities
- i) Several changes made to Responsibilities of the Chair: during Board Meetings, is not acting as a representative of his/her SU, but as a representative of StudentsNS. If Chair wishes to speak for her/his respective SU, she/he must appoint another to act as Chair for the duration. Also, if the second Board delegate is not present, Chair does not vote for his/her SU.
 - ii) Changes made to responsibilities of the Treasurer, inserting responsibilities to review monthly bank and credit card statements, and to participate in contract preparation for the Executive Director.
 - iii) Several changes made to responsibilities of Board Officers, as housekeeping to reflect other changes in Board responsibilities and powers, including amending the budget.
- Changes made to items 55, 56, 57, simply for clarification purposes.
- JW (ED): Recommended that items 62, 69, and 70 be removed, as they will instead be outlined in the Board-Executive Director Relationship policies and pertain to staff.

Nick Head-Peterson (SFXUSU) **moved** and Michelle Lahey (CBUSU) **seconded the motion: Be it resolved** that Students Nova Scotia approve the amended Governing Policies as proposed.

Vote:

CBUSU - Yes

SFXUSU – Yes

DSU – Yes

ASU – Yes

SMUSA - Yes

Motion passed unanimously.

Matt Rios (ASU) **moved** to recess. **Motion passed by general consent.**

Recess.

Out of recess.

11) Operations Policies amendments

- a) Items 3b and 4a inserted, to acknowledge shared responsibilities with the Dalhousie Student Union for human resources and personnel files.
- b) Amendment to item 5a clarifies full-time status includes staff working 35-40 hours per week.
- c) Changes made to items 49-51 to clarify process for the Executive Director and staff to pursue or challenge disciplinary measures.
- d) Item 66: Mileage rate changed to that used by the provincial government, which is indexed to inflation.

Nick Head-Peterson (SFXUSU) **moved** and Michael MacDonell (SMUSA) **seconded the motion: Be it resolved** that Students Nova Scotia approve the amended Operations Policies as proposed.

Vote:

CBUSU - Yes

SFXUSU – Yes

DSU – Yes

ASU – Yes

SMUSA - Yes

Motion passed unanimously.

12) Board–Executive Director relationship policies approval

- a) Removed “officer” from item 4.

JW (ED): Item 5 was taken from the old by-laws and pertains to the methods by which the Board gives the ED direction. It would serve as a job description for the next ED.

N H-P (SFXUSU): Requested confirmation that this document can be changed in the future.
(Confirmed)

JW (ED): Noted that it is ED’s responsibility to direct staff. As per item 13, if ED wants to create a new position, he must indicate the scope, mandate, and cost of that position. Item 14 indicates that the ED will audit the job description when staff leaves.

N H-P (SFXUSU): Requested clarification regarding item 15; what will occur if the Board does not agree?

JW (ED): Proposed changing the wording to “may,” instead of “must” for item 15.

b) ED noted importance of items 18, 24, 27, 29, 31, 32a.

N H-P (SFXUSU): Requested clarification regarding the terms “at minimum/when possible” in item 32c.

JW (ED): The proposed wording allows for circumstances in which there are not three providers for a service.

PC (SFXUSU): Recommended including this clarification in the document.

KP (Chair): Suggested deleting “at minimum.”

Item 32c amended to include the words: “(provided three providers are available)”.

Michelle Lahey (CBUSA) **moved** and Michael MacDonell (SMUSA) **seconded the motion: Be it resolved** that Students Nova Scotia approve the Board-Executive Director Relationship Policies as proposed.

Vote:

CBUSU - Yes

SFXUSU – Yes

DSU – Yes

ASU – Yes

SMUSA - Yes

Motion passed unanimously.

13) Campaign to promote women’s participation in student politics

N H-P (SFXUSU): Noted approval of pursuing this campaign.

Nick Head-Peterson (SFXUSU) **moved** and Jamie Arron (DSU) **seconded the motion: Be it resolved** that the Executive Director and the Vice-Chair investigate D250 funding to support a campaign promoting women’s participation in student elections.

Vote:

CBUSU - Yes

SFXUSU – Yes

DSU – Yes

ASU – Yes

SMUSA - Yes

Motion passed unanimously.

14) Potential mental health conference funded by government

MR (ASU): Proposed amendment of “attempt to organize” to “with the intent to organize.”

N H-P (SFXUSU): Proposes that the statement include “no more than three schools.”

JA (DSU): Requests clarification: is this working group open to non-member schools?

KP (Chair): It will be Students Nova Scotia's working group; yes it is open to non-member schools, although we cannot mandate so officially. Chair calls for nominations for working group members.

N H-P (SFXUSU): Self-nominated.

MM (SMUSA): Self-nominated.

JA (DSU): Self-nominated.

N H-P (SFXUSU): Nominated Matthew Rios (ASU).

MR (ASU): Nominated Jonathan Williams (ED).

N H-P (SFXUSU): Noted limitations on the number of working group members.

KP (Chair): Asked if any nominees are willing to self-strike.

N H-P (SFXUSU): Struck self-nomination.

MR (ASU): Requested clarification as to the member limit of '3'. Why not 4?

N H-P (SFXUSU): Responded that keeping the membership to 3 or 4 is more effective.

MM (SMUSA): Struck self-nomination.

JW (ED): Requested clarification; if the working group is hosted by StudentsNS, then can our branding be associated with the event?

MR (ASU): ED can step down from the working group if his inclusion is a barrier.

N H-P (SFXUSU): Asked what the relationship with CFS will be if this is a StudentsNS event.

JW (ED): Noted that we do not even have funding for the event yet.

JA (DSU): Requested clarification as to why Board is creating an official working group if we do not have basic information yet.

KP (Chair): The purpose of the working group is to nail down those details.

JW (ED): Noted that he understood that it was the Board's desire to confirm a working group to figure out preliminaries.

MR (ASU): Requested that the question be called.

JA (DSU): Noted agreement with concern expressed by N H-P (SFXUSU) regarding engagement with other schools if conference is presented as a StudentsNS event. Suggested that it be grassroots, instead.

KP (Chair): Noted that StudentsNS has been approached with funding and asked to organize the event.

N H-P (SFXUSU): Noted concerns regarding home-office resource use.

JW (ED): If StudentsNS is not the recipient of the proposed funding, and there is no recognition of StudentsNS within the event, the scale of home-office involvement will reflect that.

N H-P (SFXUSU): Noted that initial working group doesn't need home office staff at this point.

JW (ED): Pointed out that working group will be liaising with government officials.

MR (ASU): Noted frustration with Board getting bogged down with details. Requested that Board deals with optics and details as they occur. MR has no issue with the way it is now, and does not want to get stuck in the weeds when we fundamentally agree.

JW (ED): Noted importance of lobbying the government on this issue and of building contacts within the Health Office.

JA (DSU): Working group is about the format of the conference; suggested that it not be assumed that conference will be a StudentsNS event.

N H-P (SFXUSU): Pointed out that ED can step down from the working group if ED perceives his involvement to be a misuse of resources.

JW (ED): It is not about its importance, and StudentsNS is already involved through the creation of a relevant Policy Paper. Creation of a working group involves a decision to investigate this issue together. If CFS does not want to participate because it is a StudentsNS event, it would reflect badly on them, not us.

Nick Head-Petersen (SFXU) moved for session to go in camera. Motion **passed by general consent**.

In camera.

Out of camera.

N H-P (SFXUSU): Requested that the question be called.

Alana Lawrence (CBUSU) **moved** and Nick Head-Peterson (SFXUSU) **seconded the motion: Be it resolved** that Students Nova Scotia strike a working group to attempt to organize a mental health conference in the winter semester with the membership of no more than three associations.

Vote:

CBUSU - Yes

SFXUSU – Yes

DSU – Abstained

ASU – Yes

SMUSA - Yes

Motion passed.

15) Drinking on campuses

N H-P (SFXUSU): Suggested amendment which would include a private consultant in the study.

KP (Chair): This proposal was originally included, but they didn't want to limit options.

MR (ASU): Noted the practicality of FOIPOP Requesting information regarding liquor inspections on campus.

N H-P (SFXUSU): We may also wish to Request information regarding subsequent violations and outcomes.

MR (ASU): Requested that the question be called.

Mike MacDonell (SMUSA) **moved** and Michelle Lahey (CBUSU) **seconded the motion: Be it resolved** that the Executive Director investigate the possibility of conducting a study regarding student union and campus policies around the safe consumption of alcohol.

Vote:

CBUSU - Yes

SFXUSU – Yes

DSU – Yes

ASU – Yes

SMUSA - Yes

Motion passed unanimously.

OTHER BUSINESS

16) CASA

JA (DSU): Asked when CASA will send the lobby document. *(MM (SMUSA) currently has draft)*
Requested an advance copy of the document.

KP (Chair): CASA very recently sent the document out for member review; there is lots of time.

N H-P (SFXUSU): Noted import of strong StudentsNS representation at CASA.

17) Matthew Rios (ASU) **moved** and Nick Head-Peterson (SFXUSU) **seconded the motion to adjourn.**

Motion passed by general consent.

ADJOURNMENT