

ARTS AND SCIENCE FEDERATION OF ASSOCIATIONS

2070 RUE MACKAY, EN-400, MONTREAL, QC H3G 2J1



ASFA - Special Council Meeting, 2019-06-20 - Meeting minutes | 1

Arts and Science Federation of Associations (ASFA) Special Council Meeting - 2019-06-20

Meeting minutes

1. Call to Order – Roll Call, Excusals

Chair calls the meeting to order at 6:11pm.

Chair: Welcome. Who in this room was at the transition retreat day? Most of you. Great. So, most of you remember my workshop on assembly procedures. I'll start by reading the new land acknowledgment.

ASFA land acknowledgment: *The Arts and Science Federation of Associations would like to begin by acknowledging that Concordia University is located on unceded Indigenous lands. The Kanien'kehá:ka Nation is recognized as the custodians of the lands and waters on which we gather today. Tiohtiá:ke/Montreal is historically known as a gathering place for many First Nations. Today, it is home to a diverse population of Indigenous and other peoples. We respect the continued connections with the past, present and future in our ongoing relationships with Indigenous and other peoples within the Montreal community. In recognition of our gathering on these lands, the Arts & Science Federation of Associations has made a donation to The Native Women's Shelter of Montreal (NWSM). We look forward to increasing our support and programs for Indigenous students and community members in the years to come.*

2. Chair Remarks & Housekeeping

a. Chair remarks

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Chair: So, roll call. If you're a Councillor and have a vote, raise your hand. I'll pass out the ballots. So, as part of my opening remarks -- typically, the June Council meeting is very long, I'm trying to make it as short as possible, but I'll need your cooperation. Please keep your speaking turns as quick as possible.

Chair explains the electronic voting method that will be used during the appointments point.

Chair: Everything we discuss in closed session is absolutely confidential. Let me know if you haven't yet signed your confidentiality form -- before we go into closed session, I'll make sure you get one and are able to sign it. Sometimes, in closed session, we talk about individuals who are in the room -- sometimes it's good, sometimes it's bad. Just remember, if it were you, you wouldn't want others going around and telling their friends about it outside of the meeting.

b. Resignations (INC)

Chair: I've received one resignation from an independent Councillor (Gabriel).

3. Executive Remarks

Gigi: Just a gentle reminder that you have five days left to send me your MA's budget. Feel free to email me if you have any questions. Also, welcome to June Council!

Internal: If you're a new Councillor and need a placard, let me know!

4. Approval of Agenda

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Chair: We need to add appointments to IC - this will be added as point 8a) viii. When we get to 8. f), we'll go into closed session for point 10. e). Points 10. b) and d) are merged into one, because they are essentially the same point.

The agenda is approved as modified, no oppositions.

5. Consent Agenda – (Annex 5a, 5b, 5c)

Independent: I would like to pull the academic coordinator report (5. b) vii) from consent agenda.

Gigi: I know that two items were sent a bit late. Just to be transparent, we don't have a Consul yet.

Gigi motions to approve the consent agenda.

Independent: I have a question regarding academic advocacy. I just wanted George to elaborate, because this aspect wasn't mentioned at all in the report.

George: So I will obviously advocate for students, but most of my advocacy work will essentially be done as a student representative on various bodies. I do have specific ideas, but I need to meet up with my committee to figure out what is going to be feasible and what isn't.

Academic coordinator's report is approved consensually.

6. Information & Presentations

a. Executive Consul Info – T. Smith-Ayotte, Past-Consul

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Chair: We have two past Consuls present with us tonight. Would either of you care to say something about this position and what you got out of it?

Tori: The Consul position gives you a glimpse into the lives of the executives. It's important to stay impartial – the reason you're there is to ensure the executives are doing their job, and if they're not, you need to bring it to Council.

Richard: Tori pretty much covered it. I would just add that for me, it was an opportunity to voice things to the executives that wouldn't necessarily come up at Council. Often, executives don't consider how a room full of people will react to their proposals or to what they want to say.

Mylene: How often do you work with the executives?

Richard: Monthly, possibly a bit more as needed.

b. Office Manager Report/Remarks – J. Hutton

Chair: Your office manager is currently on vacation, so we have no report to present tonight.

7. Business Recurring

a. Financial Regulations affecting MAs (May)

The person who brought the point is not present.

b. Remaining Bonus Budget Allocation (May AGM)

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Chair: We are supposed to discuss the reallocation of this budget, but we have an outstanding appeal, which we cannot address tonight because the former executive who made the appeal could not be present at tonight's meeting.

Thomas: Are we talking about an appeal to a procedure in Robert's rules, or a motion?

Chair: We have an appeal on a former executive's compensation, not on a motion. I think it's irresponsible to discuss budget reallocation so long as this appeal hasn't been resolved.

Gigi: I need to close the year. This is not okay. I'm already super late. Any decisions for last year's budget need to be made tonight, this really needs to be the last stop for last year's budget.

Chair: From an accounting perspective, there are ways you can close the fiscal year while also pushing this specific issue to another time so that the appeal can be heard properly.

Gigi: There's just a lot. I would personally like to just close this topic tonight. The longer we delay, the more complicated things will get, and I don't think anyone wants this.

SCPSA: If the person in question isn't here tonight, when will this appeal be heard?

Chair: The next regularly scheduled Council meeting would be September, so the appeal would need to be heard then. If you decide to make a decision tonight and the appeal ends up being accepted, you will still have to provide money to that executive. Just something to keep in mind.

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Speaker: Can't we decide to allocate money to this appeal just in case?

Chair: You could, but you'd be in the same situation Gigi was trying to avoid.

Gigi: Did the person request to have this appeal heard in September?

Chair: They wanted it to be done tonight, but then unfortunately ended up being unable to attend the meeting.

Gigi: Because this is coming from an executive, we're not supposed to be in the room when Council discusses this anyway. I'm just wondering about the necessity of their presence

Chair: When someone submits an appeal, they have a right to be heard for it.

Margot: Would the motion I submitted at the AGM solve this problem?

Chair: No, because once again, we're prohibiting the person in question from being heard. You're right that this motion would be very expedient. If you approve the motion to reallocate the bonuses now, you can always find the money elsewhere in September if the appeal goes through.

Richard: I just have a point of information – we should get the confidentiality forms taken care of. That should be documented.

Margot: I move to adopt the motion from the AGM.

Independent seconds.

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Margot: ASFA should be paying people a living wage. ASFA is not paying people a living wage. Also, as an NGO, we should be using up all of the funds we budget at the beginning of the year. We aren't supposed to have funds left over.

Gigi: I'm last year's finance coordinator, continuing over the summer. I want to illustrate how much time actually goes into being an executive at ASFA, and how little we're paid for it. Not counting today's hours, I'm at 100 hours just since my official mandate ended. We put in a lot of time, and with the normal executive honorarium, for that amount of hours, it would amount to less than \$2 an hour. Executive honoraria are not remotely close to adequate compensation.

Thomas: Isn't it supposed to be prorated for months worked, in the case where an executive did not complete their full mandate?

Gigi: Can I propose an amendment to divide the remaining amount just between those executives who did not receive their full bonus, but who worked their full mandate? Our bylaws stipulate that if an executive resigns, they are not entitled to a bonus, so I think it would be completely fair for us to proceed that way.

SHAC seconds.

Gigi: So just to be clear, this motion would affect three executives.

Tori: The only thing I have an issue with is that there is a very clear reason that we did not award bonuses to these individuals, so I feel like this goes against what Council has already done.

Margot: It's all right – you guys made a mistake, we can fix it.

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Miryam: Maybe we did make a bit of a mistake, to be honest, but there's also the issue of performance. Maybe we don't have to give them the full bonus, I feel like there needs to be an incentive for good performance.

Tori: I feel like it's disrespectful to the room to say things like "you guys made a mistake" in an attacking way.

Thomas: There's going to be a motion later on about how to restructure the honoraria. Last year, that motion did not pass -- personally, I think this is the minimum we should be doing to pay executives for their work.

Margot: My intention is not to attack anyone. Folks came into this room not knowing how payment and honoraria at ASFA work. You have a mandate from ASFA to pay people a living wage, and you didn't do that. That's okay, you can fix it. This is not a moral judgment on your character.

Elliott: I was the internal coordinator last year. In terms of the amount of work I've done for a whole year, I've been paid about \$1 an hour.

Tori: I understand that, but we made these decisions for a reason, and I don't feel like we should revisit that long conversation. The people who voted on this were people who were actually present during these executives' full mandate – this cannot be said for many of the Councillors currently in the room.

Miryam: I just want to know what happens to this leftover money if we don't use it.

Gigi: I just want to point out that 14/32 Councillors were present at the last RCM, and some of them were new. I don't have a stake in this motion at all, but for example, I only

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had one Councillor from my committee who was actually in the room when bonuses were voted on.

VOTE on the amendment: *Passed with 3 abstentions.*

Speaker: Were the executives given the reasons why they didn't get their full bonus?

Chair: They got bullet points.

VOTE: 14 for, 1 opposed, 9 abstentions. *Motion does not carry by $\frac{2}{3}$ majority.*

Margot appeals the Chair's decision to have the motion need $\frac{2}{3}$ majority (Chair's reasoning: it requires a $\frac{2}{3}$ majority due to the fact that the motion is changing a decision that the previous Council has made).

Margot motions to appoint herself as temporary chair.

Miryam: Actually, can I appoint someone else?

Chair: We should deal with the motion on the floor now.

Thomas: Parliamentary inquiry on where the $\frac{2}{3}$ majority comes from.

3 for appointing **Margot** as a temporary Chair, 10 against, 7 abstentions.

SCPSA: Does the appeal have to have a $\frac{2}{3}$ majority?

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Chair: By any two members, the right to appeal my decision as Chair can be exercised. In this case, the question is taken from the Chair and is entrusted to the Assembly. This requires 50%+1.

7 for, 11 against. *The appeal against the ruling of the Chair has failed.*

Gigi: Parliamentary inquiry for the $\frac{2}{3}$ majority.

Chair: Feel free to look it up – let's move on to further points in the meantime.

c. Appointment of Financial Auditors (AGM Ratification) – G. Cordeiro

Gigi: This is just a ratification of the decision made at AGM, since we didn't have quorum.

Passes unanimously.

d. Student Tuition Hikes Position (May)

Chair: In May, this position was passed with the exception of two clauses. Now it's up to you, the new Council, to discuss whether or not you want these two clauses in the position.

Miryam: I feel we should address these separately.

Thomas: I would argue to do them together; tuition fees are an example of a financial barrier.

Mylene: I was here in May Council when the original discussion on these two clauses happened. Some people in the room were saying that it was unfeasible, and too strong

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of a position for us to take. Other people were saying that it was important to have these positions because it advocates for students facing financial barriers, which is part of our responsibility as a student association.

Speaker: Also, the initial parts of the motion were about tuition hikes, whereas these two clauses were about tuition fees, and more contentious.

Thomas: If student associations, whose mandate is to represent students, do not take a position on free education, no one else will. On two occasions in history, governments had free education as a promise, then later rescinded. If we're going to take a position against tuition hikes, I don't see how we can not take a position in support of free education.

Richard: I think the argument is that political action is as feasible as the people decide it is. It's pretty much our job to be the people to fight for the feasibility of this. Having this in ASFA's positions does no harm.

Speaker: What actually were the tuition hikes being referred to? Can someone provide context?

Translation: The recent tuition hikes affecting mainly deregulated international students, which were passed in May by the Board of Governors.

Science College: So, to clarify, "financial barriers" is not just tuition, it's also books, online course fees, and basically any fees associated with going to university.

SCPASA: I think it's important to continue to support the fight that's been happening in Québec around this for decades.

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Mylene: I also want to point out that the CSU already has these positions, this is not something we've just pulled out of nowhere.

Richard moves to approve both clauses in omnibus.

SCPASA seconds.

VOTE: *Motion is approved unanimously.*

8. Business Arising Substantive

a. Appointments

Point tabled temporarily due to a fire alarm. Council returned to the point following recess, at 9:41pm.

i. Committees in Annex 5c

Policy committee: (**Gigi gives the description.**) Appointment of three Councillors and one student-at-large.

Gigi: Policy will need to meet a few times over the summer; we need to formalize honoraria. We will also be taking a look at the sexual violence, harassment and discrimination policy. We will also formalize a policy for the ASFA credit card – I want a policy for it, because only the finance coordinator will have access to it. When Evan comes back, he would like to focus on fixing up the MA bylaws so that they are up to date and conform properly to ASFA's bylaws. We also want to develop the definitions and policies regarding adequate promotion.

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Chair: The floor is open for nominations.

Balbina: I would like to nominate myself. I've been working on a lot of bylaws for my own MA, so I have some policy experience already. I already know Evan and Gigi, and I work well for them.

Gigi seconds.

Brenagh: I would like to nominate myself. I'm studying public policy, and I know a lot about it. I also learned a lot about ASFA this past year, and I'm passionate about improving the association. I think the work that policy committee does is very important, and I want to be part of that.

Thomas seconds.

Jude: I would like to nominate myself. I think I would be a good addition to this committee, and I have relevant experience as well.

Aaron seconds.

No seats are contested; all nominations approved by omnibus, with no oppositions.

Finance committee

Gigi: I am required to return all MA budgets by July 15th. Being part of finance committee, you get to see all sorts of cool projects that MAs are working on. Finance committee meets biweekly, so it is a time commitment, but it is definitely rewarding to be on this committee.

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*The Independent Councillor (**Balbina**) is automatically appointed, as they are the only IC currently in function. However, a pro-forma vote will still be done.*

Mylene: I would like to nominate myself. I have experience with budgets, and in the past, I've been a resource person for my MA when it comes to financial issues and questions. I would like to join fincom because I think it would be a good opportunity to learn more about finance.

MASSA seconds.

Catherine: Shyann and I are co-Councilling this year; we're both in finance, so we have experience that would be highly relevant for this committee. To clarify, Shyann would be the Councillor on the committee for this semester, and I would be on the committee next semester.

Seconded by **SCPASA**.

Gigi: I'd rather have one person coming for all of the meetings in one semester, just to ensure continuity.

Catherine: Yes, each of us will be doing one entire semester.

Gigi: I'd like to nominate Brenagh. (To Brenagh:) I think you would be fantastic on this committee.

Brenagh seconds.

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Gigi: I just wanted to nominate Brenagh because they came in halfway through the year last year and solved a lot of financial problems for us. Also, Brenagh is currently the finance coordinator for SCPASA, and it would be great to have an MA finance coordinator's perspective.

Brenagh: I definitely feel like I can bring that perspective.

Mylene, Catherine and Brenagh are appointed by omnibus, with no oppositions.

The independent councillor is appointed, with no oppositions.

Student life committee

Tori: For the first little while, we'll be focusing a lot on frosh. I encourage people to come to the events we organize, but it's not required. We're also doing Halloween and the MA gala, but otherwise it's mostly going to be smaller events this year. So the biggest workload will be over the summer.

Balbina: I love organizing events, so I'd love to be a part of this committee.

Mylene: I just want to make sure you'll have enough time to sit on all of these committees... it's great if you think you'll be able to, but I just want to make sure, because it is a lot of work!

Balbina: No one else nominated themselves.

Gigi motions to allow Tori to use the appointments policy, including herself, in order to appoint the rest of the student life committee.

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Everyone seconds, no objections.

Gigi: This is turning Council seats into members-at-large seats, because Council doesn't currently want them.

Michelle: Can I also move that this will stay in effect until September?

Seconded by **COMSGuild**.

Tori: I also want to clarify that even if Councillors do end up wanting these seats later on, the members-at-large who we appoint now can still stay on. They'll just no longer have a voting right.

VOTE: *Both the amendment and the motion pass unanimously.*

Internal affairs committee

Richard: This committee deals with internal stuff that is relevant to MAs, so it would be very weird to turn these Council seats into member-at-large seats.

Gigi: Guys, if we don't fill this committee, we can't fill SOCO. Come on.

SCPASA: How often does this committee meet?

Richard: I'd say weekly for the next two weeks, but otherwise it's as-needed when it comes to pressing matters. It's flexible and based on the matters at hand.

Brenagh: I'll nominate myself.

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Gigi seconds.

Aaron: I'll nominate myself.

Balbina seconds.

Both candidates are appointed by omnibus; no oppositions.

Mobilization committee

Miryam: We meet once monthly. We can also have an ad-hoc, where we get external folks to contribute -- you don't have to be passionate about every single cause in order to participate, because we get folks who are passionate about different things.

Gigi: This is a really important committee, guys. We need to fill it.

Thomas: I'll nominate myself.

Gigi seconds.

Thomas: I'm already involved in a bunch of stuff that I'd bring to this committee -- I'd love to be able to participate in mobilizing around some of the issues ASFA is focused on at the moment.

Aaron: I'll nominate myself.

Balbina seconds.

Both candidates are appointed by omnibus; no oppositions.

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Communications committee

Michelle: I'm looking to bring Street Team back, so that's going to be a big focus. This committee is generally very chill and enjoyable – if you're looking for fun, join ComCom!

Jude: I'll nominate myself for ComCom.

Balbina seconds.

Jude is appointed to communications committee; no oppositions.

Task force

Gigi: I would like to motion to make the Task Force a permanent standing committee of ASFA, rather than a temporary ad-hoc committee.

Aaron seconds.

VOTE: *Passes unanimously.*

Chair: Anyone who wants to be on this committee and who has experience with sexual violence, harassment, and/or discrimination, can just be on it. No vote is necessary.

Aaron, Vlad, Brenagh, Richard, and Gigi join the committee.

Catherine: Sorry, we have to resign from fincom. I'm so sorry.

Gigi: I'm nominating Aaron for fincom.

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Aaron: How many times will we meet over the summer?

Gigi: A lot over the first two weeks of July, and after that, usually biweekly.

Aaron: Sure, I'm in.

Aaron is appointed, no oppositions.

Vlad: At least until frosh, I can help out with social committee, so I'd like to nominate myself for that.

Vlad is appointed, no oppositions.

ii. ASFA Street Team Ambassador

Michelle: My idea of the Street Team Ambassador is basically being a brand ambassador for ASFA – tabling, chatting with students, trying to get the word out creatively about ASFA events.

No current nominations, postponed.

iii. ASFA Street Team

Gigi: It's super fun! You can even take over our Instagram.

No current nominations, appointment postponed.

iv. Faculty Student Request Committee

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Chair: Student request committee reviews the requests from students. This includes things like late discontinues, applying for a deferred exam, etc. The committee is composed of students, faculty, and dean staff.

George: It's every two weeks.

Balbina : Usually on Fridays during the day.

George: They're usually very flexible, and they don't meet in the summer.

Thomas: It's super important to have undergraduate students on these committees in order to advocate for undergraduate students.

Miryam: I'd like to nominate myself.

George seconds.

Balbina: I'd like to nominate myself.

Chair: Would any of you like to motivate for your nomination?

Miryam: I've personally had issues with personal life getting in the way of academics in serious ways, so I feel like I can definitely empathize with students on that level.

Balbina: I haven't had that experience personally, but I wanted to join this committee because I want to advocate for students.

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Gigi: I think it's important to have compassion and understanding, I feel really passionately about that because I've also had to use this process in my academic career.

Aaron seconds.

Miryam: I've had to use this process more than once. I can put myself in these people's shoes and understand where they are coming from.

Gigi is appointed by majority vote.

v. Faculty Curriculum Review Committee

Mylene: Looking for mistakes and inconsistencies in curricula. It's a good committee to sit on if you're looking to review your program's curriculum.

Speaker: Does this have anything to do with diversity?

Mylene: We don't decide on the content, we only do reviews in order to ensure that policies are respected and that there are no mistakes in the documents.

Speaker: I'm referring more to the diversity of the readings; making sure that we aren't only assigned readings by a bunch of old white men in our classes.

Gigi: I think diversity is an important issue that should definitely be brought up, but it should be brought up at Faculty Council.

Vlad: Roughly how many curricula do you have to review on this committee?

Gigi: It depends; the last one I got info for was looking at only one program's overhaul.

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Vlad: Is this only for summer?

Academic: Normally it's Friday mornings from 10-12, with the location alternating between the GM and SP buildings.

Gigi: They usually send you the documents beforehand, so you have a bunch of time to review.

Miryam: I'll nominate myself.

Balbina seconds.

Vlad: I'll nominate myself.

Balbina seconds.

Richard: I'll nominate myself.

Balbina seconds.

Thomas: I find it concerning that the executive in question is prioritizing organizing events over their actual, explicit mandate of representing students on university bodies.

Gigi: I just want to state for the record that mandates are important. What is included in the mandate is the job conferred to the executive that has been decided and voted on by students. What we're talking about right now is explicitly going against the mandate. The bylaws do not include academic events as a mandate. The students voted for this, sitting

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on these bodies and representing students is what students want the academic coordinator to be doing.

Miryam: I think that earlier we talked about burnout, and the executive in question is trying to fulfill his job by admitting that he can't do it all and delegating some things... I just think we need to respect this.

Thomas: I take extreme issue with the Chairs of university committees trying to decide or have a say in who should and shouldn't be the student representatives on these committees, because it is our right to decide that. I also have a lot of other commitments, most of us here do, we're are students – and seven meetings a month is frankly a very feasible mandate. I don't want to drag this out a huge amount, but I'm extremely uncomfortable with this being delegated.

Brenagh: Was the former academic coordinator sitting on all of these committees?

Gigi: There was a bylaw change, voted by student referendum at the end of last year, saying that the academic coordinator needed to be on these committees.

Chair: What I'm reading from the bylaws is that the person ex-officio (in this case George, the Academic Coordinator) can delegate, as long as the person they are delegating to is another employee of the corporation.

Aaron: Councillors are not considered employees, though.

Chair: For these purposes, you're in the same category.

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Thomas: (*Reads out the academic coordinator mandate.*) Sitting on these bodies, representing the students on these bodies, is the explicit and near-sole responsibility of the academic coordinator.

Mylene: I do want to say that I prefer when someone says straight up that they can't do something, rather than someone who takes on a bunch of responsibilities and then can't complete them.

Chair: George, do you still want to have this appointed by Council?

George: Yes, I would.

Gigi, Thomas and Brenagh conscientiously object to appointing through Council.

Vlad rescinds his nomination.

Balbina: I have an issue with this because George is being replaced in their mandate by another executive.

Miryam: As students, I think we should respect the fact that Richard said he was able to take this on, and that George said he doesn't think he's going to be able to take this on. If Richard's able to do it and wants to do it, I think that's fine.

Aaron: Would it be possible to table this point until September?

Point tabled until September RCM; allowing Richard to sit on the committee in the interim.

TESLSA, SCPASA, USAT, Classics, Independent, SHAC, Gigi are noted to have voted no.

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Executive consul

Brenagh: I nominate myself.

Balbina seconds.

Brenagh is appointed unanimously.

Investigations committee

Balbina: I'll nominate myself.

Vlad seconds.

Aaron: I'll nominate myself.

Vlad seconds.

Balbina and Vlad are appointed unanimously.

Faculty Council

Gigi moves to table this appointment to the next SCM. *No oppositions.*

Gigi motions to extend the meeting by 30 minutes and to enter closed session. (1 objection to extending by 30 minutes.)

b. Minimum Budget and Fee Levies – G. Cordeiro

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Gigi: (Text of motion.)

Independent seconds.

Gigi: For those of you who don't know, last year's budget was a bit of a mess. Council last year passed a budget that was going to put ASFA in a deficit of around \$40,000. Because of that, budget cuts are coming, and I want to be able to protect MAs as much as possible. Keep in mind, ASFA has grown exponentially over the past few years, but we still have the same fee levy. I'm going to be honest, I don't have a lot of money to give you guys this year, because we have a lot of other things to account for. I absolutely cannot give more than ¼ of the budget to MA budgets this year. Our operational costs currently sit at around \$300,000 -- employee wages alone are over \$50,000. This motion is requiring us to give a minimum budget to each active MA. It ensures that you will receive at least \$1,500 as long as you submit a budget proposal on time.

SCSA: This is just making sure that minimum budgets are allocated in advance?

Gigi: This just means that I need to make sure there is at least this minimum amount kept aside for MA budgets.

SCPASA: The minimum going forward will not increase beyond 12% of the budget?

Gigi: Right. To be clear, in this year's budget I lowballed the 12% in case we lose students -- we currently make around \$420,000, but I calculated this for around \$400,000. This is also calculated for 33 MAs, where we only have around 30 active right now. This gives us a bit of wiggle room.

Thomas: So what if we add more MAs?

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Mylene: Is there a maximum that fincom can allocate to MAs?

Gigi: When I present the budget at the SCM, Council can vote to approve, but the amount currently budgeted for MAs really should not be exceeded. Fincom has the discretion of deciding how much goes to each separate MA given the overall amount budgeted.

SCPASA: How did this deficit happen? I mean, how was the budget passed with such a huge deficit?

Speaker: I was in fincom at the time. At the end of the day, it was just not checking --

Gigi: There were a lot of changes that weren't tracked and budgeted for properly. At the end of the day, it was the responsibility of the financial coordinator to ensure that this was done.

VOTE: *Passes unanimously.*

Following parliamentary inquiry, it has been pointed out that there has been a mistake in the vote from earlier (point 6b) -- amendments were not supposed to be counted in the 2/3 majority vote. Therefore, the motion passes by 2/3 majority vote.

Speaker: So we don't have to recast the vote?

Chair: No, I've already counted the votes.

c. Independant Councillors – B. De La Garza

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Balbina: I propose to do callouts for interim Independent Councillors, as I am currently the only one elected out of five Independent Councillor seats. Even if no one applies, we've still done our due diligence in trying to engage students.

Thomas: So, we'd be appointing interim Councillors for just September and October?

Balbina: I think the decision should be made so that these Councillors can be appointed before the next RCM in September. If we wait until after that, they would only be there for October, so what's the point?

Thomas: Personally, I'm a bit uncomfortable with a person who would have a vote on Council being appointed in a committee.

Gigi: That's what happened last year with me becoming finance coordinator. I do think that not having the student representation is fairly problematic, so I do agree with taking some kind of measure to show students that we are trying to engage them.

Thomas: I'd like to motivate against the motion. I don't think this is a way ASFA meetings are open; students can still have speaking rights at our meetings. I would rather see ASFA encourage students to attend meetings, but I would argue that appointing Councillors in a committee is wavering on undemocratic.

Balbina: We could always add this to the agenda for the upcoming SCM, if people want to go that way. This is why I didn't propose a motion on this – I felt it warranted discussion.

Speaker: I like the Special Council Meeting idea.

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Gigi: I'll be honest, I called the SCM specifically for the budget, and it's going to be a long meeting as it is. We also have a super long closed session tonight, and we might need to move some of this over to the SCM.

Thomas: I agree – at this rate, we're not even going to have time to cover everything in closed session tonight.

Balbina: Can we call another SCM for July?

Chair: Yes, you absolutely can.

d. Executive Decree Frosh Coordinator – E. Lee

Gigi: (**Motion.**)

Richard seconds.

Gigi: This motion does need to be amended, but basically, when we had our executive meeting, we realized we had not yet hired a frosh coordinator. Frosh is coming soon, we urgently need a frosh coordinator. This motion is basically just to notwithstanding the bylaws in order to start the process of hiring this person. Now, I would amend the part that says that we would conduct interviews between June 18th and 21st, changing this to “between June 18th and 24th.” Also, to not require the office manager to be present. The “21st” noted afterward would also be changed to the 24th to reflect this change.

Since Gigi is amending her own motion, the amendment is taken as friendly.

Independent seconds.

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Speaker: Is the fact that the 24th is a holiday going to be an issue for you guys?

Gigi: I don't foresee it. Chances are, this will be done by Sunday. I just wanted to provide a little bit of wiggle room, just in case.

Speaker: I'd still amend to make it the 25th, just in case.

VOTE: *Amendment passes unanimously.*

Speaker: I would argue against this motion if we're already having trouble paying the execs.

Gigi: We need to pay the frosh coordinator. We are mandated to pay this person a living wage. The honorarium is based on the number of hours this person will likely be working. It still very likely won't quite amount to \$15/hour, but we needed to ensure it is still compensatory.

Tori: This person will be completing a variety of tasks, answering emails, etc. There's also a point to be made that most of my exec is going to be out of town during this time, so this person will really be my sidekick.

SCSA: How often do executive decrees happen? Do they happen often?

Gigi: We have two today, but overall, they don't happen very often. We definitely don't abuse this power.

VOTE: *Passes unanimously.*

e. Executive Decree Minute-Keeper – E. Lee

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Gigi: (*Motion.*)

Michelle seconds.

Gigi: Our previous minute-keeper resigned in January, and we needed to have a minute-keeper in place for today and next week. Because of that, we decided to take the power of appointments committee power and conduct interviews in order to have a permanent minute-keeper for today's Council.

VOTE: *Passes unanimously.*

f. Executive Honoraria Model – G. Cordeiro

Gigi: I would like to motivate for this motion before I move it. Earlier tonight, we had a lovely discussion about pay. The current structure of compensation at ASFA is awful. Last year, we amended the honoraria for the Chair and minute-keeper so that they are paid a living wage for the services rendered. What we haven't done yet is amend this for executives. The motion I am proposing tonight starts the process of restructuring this so that the compensation model improves -- this version also includes a performance review twice a year. With this new model, our executives still won't be paid a living wage, but it approaches the living wage and definitely improves the current situation.

Gigi moves to adopt the motion.

TESLSA seconds.

Gigi: I move to go into closed session, with the explicit exception of Elliott, who already knows the information I'm about to show you. Full disclosure, I'm not affected by this

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motion at all either way – if we adopt the motion, theoretically it would only begin to apply as of next year. So I have no skin in the game, but I do want to show you some of my own information so that you understand how little ASFA's executives are actually being paid for their work under the current model.

No objections.

Gigi moves to go out of closed session.

No objections.

Thomas: I'm for this motion, partly because it reduces the amount the executives are paid that depends on a bonus. In the last be it resolved, am I correct in understanding that a higher quorum is required for this vote?

Gigi: Bonuses I think are a rather important thing. In a fair model of compensation, the person receiving it would be receiving it because they exceeded expectations. Because it's a financial decision, I think it's importa I don't think a decision like this should be made by 12/30 people.

Speaker: Just to be sure I understand – you want to take everything that's currently being set aside for bonuses and honoraria and have that be for just their honoraria going forward?

Gigi: Yes, and then there would be a \$7,000 extra allocated for bonuses. Again, this still wouldn't be anywhere near a living wage – unfortunately, with ASFA's current financial situation, it is impossible for us to pay all of our executives a living wage right now, but this would at least be a step in the right direction.

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MASSA moves to divide the question and pull out the first, second and the fourth clause.

TESLSA seconds.

Speaker: What is the motivation for separating them?

MASSA: I definitely agree with the first clause, but I feel that the second one in particular warrants further discussion.

Chair: Let's just accept that and go forward.

Gigi: I would request a vote on this motion, actually.

VOTE: *Motion fails.*

MASSA proposes an amendment to only pull out the second clause.

MASSA: I'm speaking for MASSA, but I just feel that with our current financial issues, it may not be the best time to adopt this clause – this could easily prevent us from fully funding some of the projects and events ASFA wants to fund over the coming year.

Gigi: This will only apply for next year. Also, it sets a dangerous precedent to allow our desire to fund something get in the way of our mandate to provide our own executives with a fair and living wage.

MASSA rescinds their previous motion to divide the question.

VOTE on the main motion: *Passes unanimously.*

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g. Chair of Policy Committee – E. Lee

Gigi: (Text of motions.)

Richard seconds.

Gigi: This is coming from our General Coordinator, who is currently out of town for the summer. Policy is going to need to meet over the summer. Due to these circumstances, Evan has moved to have me chair Policy Committee so that we are able to convene over the summer.

SCPASA: Is this something you feel you'll have time to do on top of everything else you are already doing? It just seems like you are already doing a lot, so I just want to make sure you are okay with this and have enough time to take on this extra work.

Gigi: Thank you for caring! But yes, I do, it's very important that this happens.

VOTE: *Passes unanimously.*

9. Announcements & Question Period

Gigi: Just a reminder that there will be a Special Council Meeting (SCM) on Wednesday, July 26th in order to go over the budget and cover a couple of closed session points that we won't get around to covering tonight due to lack of time. You have received the information about this meeting with tonight's doc pack.

10. Closed Session (CONFIDENTIAL)

a. Ratification of IC Decisions – IC

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Thomas motions to ratify both decisions. **Aaron** seconds.

Both decisions are ratified, with no objections.

b. Contestation of IC Decision

Gigi moves to release the decision to the authors of the contestation.

Thomas seconds.

No oppositions.

Aaron moves to exit closed session and to ratify the decisions of closed session.

Thomas seconds.

No oppositions.

11. Adjournment

Meeting adjourned at 11:59pm.

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ASFA - Regular Council Meeting, 2019-09-19 - Meeting minutes | 1

Arts and Science Federation of Associations (ASFA) **Regular Council Meeting - 2019-09-19**

Meeting minutes

ASFA - Regular Council Meeting, 09/19 **Meeting minutes**

1. Call to order - Roll call and excusals

Chair calls the meeting to order at 6:13pm.

Chair: This is the first normal meeting of the school year; to all new Councillors, welcome to ASFA Council. I'm always here to help if you have questions. If something isn't clear, you can always use a parliamentary inquiry or point of order. My job is to keep the meeting as efficient as possible - please try not to repeat points that have already been said. Your power is in your vote. I take speaking turns and prioritize folks who haven't had a chance to speak yet.

2. Chair remarks and housekeeping

a. Resignations

Chair: I have received some resignations in the interim (ie. during the summer period). These types of documents are often very personal, so I don't send them out in the document packet. However, I want you to take the opportunity to read this one in particular, as it's from an executive (M. Lam).

(A silent reading period is offered. No further questions or interventions.)

3. Executive remarks

a. Interim staffing changes

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G. Cordeiro: Over the summer, we signed a contract with a new communications coordinator following the previous coordinator's resignation in order to get the work done for frosh that we needed to over the summer.

b. Dean of Students MA forms

(Forms displayed to the room. No further discussion.)

4. Approval of agenda

T. David-Bashore: I'd like to move to add CULEU solidarity as early as possible, as I'm sick and will be leaving the meeting early.

Chair: Does anyone object to doing that right after Presentations?

(No objections.)

T. Smith-Ayotte: I'd like to add a point on social committee appointments.

Chair: Absolutely.

(Point 8. e. Council Council times is also added.)

SCPASA motions to approve the agenda as modified. *(No oppositions.)*

5. Consent agenda (Annex 5a, 5b, 5c)

G. Codeiro: Is my report going to be presented at the next Council?

Chair: Typically yes - would you like it presented today instead?

G. Codeiro: I think that would be ideal.

Chair: *(Addressing the room:)* Do you want Gigi's end-of-mandate report displayed tonight for everyone to read?

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(Everyone agrees; End-of-mandate report - Finance Coordinator is removed from Consent agenda.)

(Consent agenda is consensually accepted as modified; no oppositions.)

(Silent reading time is allowed for End-of-mandate report - Finance Coordinator.)

Chair: Any questions or discussion on this report?

G. Cordeiro: Just to add, Janet's not included in this report because Janet wasn't doing her job yet. I just want to make that clear.

M. El Hebri: I have asked Tori multiple times over the summer if she needed help, and I've even asked the same to Gigi herself a couple of times. I always got the same answer: "There's nothing you can do."

T. Smith-Ayotte: This was mentioned in front of everyone at the last Council. At this point, I can show Council screenshots of group chats in which no one responded when I asked for help with specific things. Richard did help on some occasions, but other than that, my messages were often left on read.

B. Rapoport: I'm going to speak on this as Consul (Council's representative to the executive). I run monthly meetings with the executives. I don't know all of the details, but the one thing I can really speak to is meetings - it was mentioned in the report that it was really hard to make meetings happen, and I can confirm that it was indeed very difficult. I'm not trying to blame anyone in particular for being busy, but ... I had a lot of stuff going on too, and I still managed to make time for these important meetings.

G. Cordeiro: I just want to point out that everything I put in my report can be backed up - I have evidence for all of it, and can show it if necessary.

Chair: We do need to approve this report because it was pulled out of Consent agenda. Any oppositions?

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(Report is adopted consensually; no objections.)

6. Information and presentations

a. Executive consul report - B. Rapoport

B. Rapoport: (**Report.**) My email is consul@asfa.ca - don't hesitate to email me. I'm also an MA exec, so it's very important to me to make sure I can talk to as many of you as possible, in order to better understand what your issues are and what's important to MAs.

TESLSA: Do we have someone to replace the Communications Coordinator?

B. Rapoport: There's a point on this coming up later.

b. Pre-mandate - J. Yang

J. Yang: Just to update everyone on what I've done since beginning my mandate as Finance Coordinator - I just transitioned last Wednesday, and have been working on mostly budget codes since then.

Coms Guild: When will we be receiving our budgets?

J. Yang: You should have already received your MA budgets over the summer. The spreadsheet is live, so you're able to edit it now, if that's what you mean.

c. Structural Reform Updates - R. Mayer

R. Mayer: (**Presentation on the structural reform project.**)

Chair: It will be relevant for Council to see contextual docs when the time comes to approve Phase II; I can send those out with the doc pack.

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T. David-Bashore: I just have a question - there was a restructuring motion approved back in 2015. Do you know if going over that has been part of the current process at all?

R. Mayer: To my knowledge it hasn't, but I'll gladly look into it and get back to you.

Chair: Just to clarify, these were actually very separate things. The 2015 motion was about restructuring our bylaws, positions, etc. This project is about improving the internal dynamics of the organization, including interpersonal relationships between the members of the executive.

T. David-Bashore: Will this involve a reform of our executive structure?

R. Mayer: He's looking at the current structure, internal dynamics, and areas of improvement for ASFA's executive, and will then take that knowledge and work on translating that and applying it to MAs.

SoPhiA: Have we already paid for this?

R. Mayer: No, we still need to. Due to a budget hiccup, it wasn't taken out of budgets from either last year or this year.

G. Cordeiro: That being said, we definitely received enough from CCSL to cover the first part of the contract.

R. Mayer: MAs brought up lots of core issues in the executive, which is the main reason he shifted the project to focus on only the executive. Originally, the scope was much broader - around halfway through, he realized he needed to shift the plan to continue in a different direction.

B. De La Garza: During phase I, he did reach out to MA executives.

R. Mayer: Yes. He asked people initially what their biggest concerns were, and overwhelmingly these concerns were about the ASFA execs.

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B. De La Garza: So phase I is not quite done yet? Do we have an approximate timeline?

R. Mayer: We plan to present the final steps of Phase I in October. Then - either at next Council or in November - we'll bring forward the new proposal for Phase II.

G. Cordeiro: Since different MAs have such different structures, I'm wondering how it will be beneficial to transpose the results of this analysis on MAs in a uniform way.

R. Mayer: The initial assumption that Griffin went into this restructuring project with is that student governments at all levels have issues in common. He's focusing on these issues that come up in executive teams by working with ASFA's team, and the idea is that the results will be able to be translated pretty easily to different non-hierarchical executive structures at the MA level.

G. Cordeiro: There are MAs that are hierarchical, though. For example, some MAs still have a "President" role that is in charge of most decisions. So I'm trying to understand how this will be beneficial across the board.

Chair: The way I understand it, it's supposed to be very broad. For example, he's planning to build workshops about structure and dynamics that can be offered to MAs - so any MA, regardless of its specific structure, can definitely get something out of that.

G. Cordeiro: Right, but now they're saying that they're reworking it to be about executives of ASFA. So I'm unsure what that actually means in terms of the benefits for MAs, concretely.

R. Mayer: The scope is definitely narrowed, but the questions being asked are still broad questions about teamwork. I totally understand your concern, but on very broad lines, there are still a lot of parallels between ASFA and the MAs that are worth looking into.

G. Cordeiro: Okay. I guess I'll wait to see the documents in October.

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R. Mayer: Focusing on the executive was the only way for him to get any information at all, because the executives were so intractable in facilitating him doing his job.

T. Smith-Ayotte: One of his main goals is to figure out how to make transition smoother.

Chair: (*Addressing the room:*) Keep in mind - this was a project that the past Council approved, and that the new Council now has to deal with. You are completely entitled to revisit the decision, or to make your own decisions about it. Maybe you don't need the project anymore; or maybe you do, but you want to rework it for your own needs. In any case, I will send you the contextual documents pertaining to this. Technically, you've been committed to certain parts of this by the decisions of the last Council, but most decisions are not written in stone.

B. Rapoport: As someone who was here last year, this is why we structured the project so that each phase has to be approved separately.

R. Mayer: The original timeline was also quite a bit quicker. But because of the issues Griffin brought to us in June, that didn't end up happening.

Chair: The report on this is coming in October, so this point will be tabled to the next meeting, since that way I can get the documents to everyone beforehand.

d. Frosh review - T. Smith-Ayotte

T. Smith-Ayotte: (**Report.**) In general, we got really good feedback. People felt safe in the environment. In terms of preparations, we didn't have too many bumps in the road, but the issues we did run into were able to be resolved pretty quickly. MA fair was new this year, and Concordia services were very excited about it and happy to participate. Some MAs brought up the idea of having a second one this year, maybe in the Winter, but unfortunately I don't have the time or the budget for that. It went well, but it was a bit of a logistical nightmare, to be honest.

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G. Cordeiro: I think, going forward, we need to have a frosh checklist. There's a lot to do and to remember, so I think it would be helpful to have something standard for teams to use in future years.

T. Smith-Ayotte: Just to add some last points - I spoke to the Dean of Students because I had some issues with the staff mingling a little too much with our froshies. On a positive note, another thing that was cool this year is that we had an event with no alcohol. All in all, it worked out very well. They were very calm at the PubCrawl because they went all out during the afternoon events, they really enjoyed the experience.

(No further questions or interventions.)

e. Office Manager Report - J. Hutton

J. Hutton: (**Report.**)

GUSS: We don't have this document in the doc pack, right?

Chair: No, I'll send it out.

SoPhiA: (*Addressing John:*) Shouldn't you be outsourcing some of these things to committees? For example, the climate strike, meeting with RBC and TD, etc.

J. Hutton: In terms of the climate strike, I just plan on attending - I didn't do any actual work for it. In terms of meeting with TD and RBC, that is partially my job, just not the same aspects that ASFA committees would focus on.

G. Cordeiro: He didn't actually mention it, but it's in the report - when I met with Concordia finance to talk about Millennium, I discovered that we were still paying for some of our employees whose contracts had already been completed. John is following up on that. To be brief, there was some sort of miscommunication regarding the termination of the clerks' contracts. We were without an office manager for a long time last year - it ended up being difficult for us to keep track of everything. So when we sent the form, I guess we didn't send the right one, and Concordia financial is terrible at responding to emails. So, anyway, we realized

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during this meeting that some of the clerks were still being paid even though their contracts are over. They were contacted, and we requested that the money be paid back to Concordia, so we should have a few extra dollars to play with in this year's budget.

8.b) CULEU Solidarity

T. David-Bashore: (**Motion.**)

Independent seconds.

T. David-Bashore: These negotiations started back in 2018 and most have been going decently. However, most of the negotiations with CULEU have not been going so well. As some of you may know, in these negotiations, all non-monetary issues are discussed first, and then monetary issues are discussed. Well, they're still stuck on point 1 of non-monetary issues, and it's been over a year now. CULEU is now applying pressure tactics on the administration to get them to budge, but basically Concordia has been sticking on this one issue of adding requirements to the top levels of payroll. I brought forward the present motion so that ASFA can publicly express our support for the library employees. I have talked to the CULEU exec, and they've said they would really appreciate it and that this would be very helpful to them.

Independent: You mentioned we would have access to promotional materials for this. Would we be buying these or getting them?

T. David-Bashore: We're getting it; CULEU has gotten a bunch of materials from CSN. They have explanatory materials and cute buttons.

SCPASA: Just to confirm - we're collaborating with them to distribute existing promotional items?

T. David-Bashore: Yes.

(The motion passes unanimously.)

T. David-Bashore: If whoever takes the task of writing the solidarity statement could get in touch with me and the CULEU executive, that would be good.

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7. a) Financial Signing Authority and Committee Chair Changes.

E. Lee: (**Motion.**)

SoPhiA seconds.

G. Cordeiro: Finance doesn't need to be included in the motion, and honestly, we don't even need this motion for the bank accounts.

J. Hutton: The motion is required at the bank.

G. Cordeiro: No, they don't need it. All they need from us is my resignation letter, Maggie's and Elliott. Also, the spelling of my name is wrong, so that needs to be corrected.

(Motion passes consensually - with Gigi's name corrected.)

E. Lee: (**Motion.**)

SHAC seconds.

(Motion passes consensually - with Gigi's name corrected.)

7. b) Appointments

i) Fincom (**One Councillor seat open.**)

G. Cordeiro: Throughout the year, fincom meets biweekly to discuss Special Project Funding and other financial requests that we get from MAs. It is a time commitment, but Janet won't ask you to do any math. It's more about deciding whether an event is worthwhile for us to invest money into. It is probably the ASFA committee that meets the most frequently, but it's a very fun committee to be a part of.

George self-nominates. *(No oppositions; George is appointed consensually.)*

ii) Internal (**One Councillor seat open.**)

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ASFA - Regular Council Meeting, 2019-09-19 - Meeting minutes | 11

R. Mayer: Internal Committee oversees all internal issues at ASFA, predominantly appointments and elections. If you like planning and taking care of internal stuff, this is the committee for you.

G. Cordeiro self-nominates. *(No oppositions; G. Cordeiro is appointed consensually.)*

iii) Faculty Council (5 Councillor seats open + 1 person needed on steering committee.)

G. Manolakis: This is the highest Council academically for the Faculty of Arts and Science - the only thing further up is Senate, which is everyone. We need five people + 1 person on steering committee (who is preferably also one of the people we appoint to Faculty Council). It provides a great opportunity for networking, because everyone who's high up at Concordia is at these meetings.

SoPHiA: I nominate Gigi. *(Gigi accepts.)*

ComsGuild: I nominate Nicholas Gertler from ComsGuild. *(Nick has accepted.)*

B. Rapoport: What is the time commitment?

G. Manolakis: The meetings are on Fridays from 10am-12pm at Loyola.

Safa (LSSA) self-nominates.

Ragi (ComsGuild) self-nominates.

Vlad (TESLSA) self-nominates.

(All nominees are appointed consensually; no oppositions.)

G. Manolakis: Steering committee meets Tuesdays at Loyola.

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Chair: (*Addressing the appointees:*) Do you want to decide amongst yourselves who sits on steering committee?

G. Cordeiro: I want to ask the other folks who are already on Faculty Council first.

TESLSA: When is the first meeting of steering committee?

G. Manolakis: October 8th. Also, forgot to mention this, but folks who are on Faculty Council are automatically on Academic Committee as well.

LSSA: Can I rescind my nomination, because I didn't know about having to be on Academic Committee as well. I don't think I have the time to attend meetings for both.

Chair: Talk to George about it - you might be able to work something out.

iv) Faculty Curriculum Review Committee (*One Councillor seat open.*)

G. Manolakis: This committee approves (or rejects) what's presented to us whatever suggestions are presented to us about curricula. This could be related to the structure of certain classes, to curriculum calendars, to words out of place on a syllabus... little fine-tuning things like that. Suggestions can also be related to things like changing prerequisites around or eliminating a prerequisite for a certain class.

Chair: If you're passionate about your curriculum and your studies, this committee is extremely important and a great opportunity for you to get involved.

G. Manolakis: The committee meets on Tuesdays from 2-3 at Loyola.

Azalea (CUBCAPS) self-nominates. (*Azalea is appointed consensually; no objections.*)

v) SOCO (*One Councillor seat open.*)

T. Smith-Ayotte: Social committee is the party committee! We plan social events all year. It's super fun.

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Balbina: I nominate Gigi.

G. Cordeiro: I accept.

Yannick self-nominates.

Chair: Since there is only one seat available, we'll proceed to a vote. Would you like to motivate as to why you think you should be selected for SOCO?

G. Cordeiro: I worked closely with SOCO all summer; I also do a lot of event planning with my sorority. I've done event planning on a very large scale with Girl Guides of Canada. I have a lot of experience and lots of contacts in Montreal, I know a lot of promoters. I think I'd be a really good resource for SOCO.

Yannick: I'm new to being an ASFA Councillor, but I really want to get involved, and I think this could be a good way to get started. I've been to a lot of ASFA events, I'm very open to suggestions, and I have plenty of ideas.

TESLSA: I just want to say that Gigi was instrumental to the planning of frosh this year. She went above and beyond; on a few occasions she even offered her home to people for meetings. I don't want to speak against anybody's nomination, I just want to speak in favor of Gigi, because without her help, frosh would have been much more difficult than it was.

(By majority vote, Gigi has been appointed to SOCO.)

T. Smith-Ayotte: Just want to say that there is nothing stopping anyone from getting involved with SOCO! Yannick, you should absolutely still get involved if you'd like to.

SoPhiA: But you wouldn't be able to sit in on closed sessions, right?

Chair: Nope; you also wouldn't be a voting member.

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G. Cordeiro: Oh, I just remembered - because Thomas is no longer the SHAC Councillor, and I am, there is currently no one on Mobilization Committee, so we need to appoint someone.

M. El Hebri: I can briefly explain what Mobilization Committee does. We help MAs out when they go on strike, when they want to protest. We help them mobilize for their events and actions. It's an advocacy committee.

B. Rapoport self-nominates for Mobilization Committee. (*B. Rapoport has been appointed consensually.*)

8a) Interim Communications Coordinator.

R. Mayer: We need to appoint a Comms Coordinator until the Fall by-elections. We can open up the floor to nominations - but if someone from here nominates themselves and is appointed, they will have to resign as an MA executive. I can read out the Communications Coordinator mandate for anyone who is interested. (*The Communications Coordinator mandate is read to the room.*) If anyone is interested, please feel free to nominate yourself. If no one from Council wants to nominate themselves, there will be a callout posted to the general membership.

Jude: Last Council, when we did have a Comms Coordinator, I put myself into the Communications Committee - am I still in this committee despite the coordinator's resignation?

Chair: Yes, absolutely.

G. Cordeiro: First, if we do open it up to the general membership, we'd vote on them in October. How important is it that we appoint an interim? I think the social media clerk could take over the really important communications tasks for the next couple of months. I'd like to wait for by-elections.

R. Mayer: I'm glad you brought that up, because I wholeheartedly agree. Especially since a lot of the communications work after frosh is minimal. That said, because in our bylaws it does say that we should fill the position if someone resigns, it does make sense to bring it up.

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G. Cordeiro: I move that we not appoint an interim Communications Coordinator, based on the irregular timeline until by-elections, and that the work be fulfilled instead by the Social Media Clerk until a new Communications Coordinator is elected during by-elections.

Seconded by SCPASA.

T. Smith-Ayotte: We would need to ensure the social media clerk makes social media their first priority. My only fear is that she's not always going to be able to do this. The problem is that concretely, John needs things to be done on a day-to-day basis, and so the social media clerk is also doing stuff for the office right now.

R. Mayer: Given that our social media clerk has more experience in the social media department anyway, I foresee that our having an office clerk in the near future will make this a lot easier. But I'm willing to let Council make what they feel is the most appropriate decision.

SoPhiA: Does that mean we're adding on more to the job? Someone who was hired for a specific job might not feel comfortable with additional tasks being added without us even consulting them. That just doesn't seem right for a worker who's hired.

R. Mayer: It's not adding extra responsibilities in any meaningful sense, just changing the job priorities until by-elections.

SoPhiA: Okay, but there's also the fact that the Communications Coordinator would typically be held accountable for the Social Media Clerk, and in this scenario there is no one supervising this person or giving them direction for their day-to-day tasks. This doesn't seem to be what the employee signed up for, and I do think there needs to be someone in a supervisory role.

R. Mayer: What's been going on up until now is that the entire executive team has been taking on that accountability. So instead of one person supervising them, multiple people are doing it. The work is definitely still being supervised.

G. Cordeiro: I would feel like because their direct supervisor is gone, this is okay as a temporary solution.

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Tori: We haven't had a September newsletter go out yet, so technically we're in breach of contract right now. We might need one person who's above in order to guide her. We should see if it's possible for John to oversee her work. I can also help supervise if needed.

G. Cordeiro: I'll amend. BIFR that the Student Life Coordinator will take on the supervisory role of the nonexistent Communications Coordinator; BIFR that the office manager ensure that the social media and communications duties is prioritized over the office clerk responsibilities until by-elections.

SCPASA seconds.

(Both amendments accepted consensually.)

(The main motion passes consensually.)

8c. Policy drafting re: summer executive work

T. Smith-Ayotte: As executives, one of the biggest things about your role is frosh, and many of the executives were not physically present during the summer, leaving those of us who were present to do an exorbitant amount of work. I want to make sure that in the future, new executives are in town and prioritizing ASFA during the summer. A lot of work needs to be done over the summer, so people should need to be in Montreal if they want this job.

G. Cordeiro: Policy committee did talk about this explicitly over the summer, and I think it's a good idea for us to mandate the committee to get this done this year.

R. Mayer: As one of the executives who was out of town this year, I wholeheartedly agree. It's a horrible situation, and it's bad for everyone involved - both those who are here and those who aren't here, since those who aren't here have to deal with the guilt and stress of not being around to help out. I think this needs to be the top priority for policy committee right now. We need a policy that will make sure this doesn't happen again.

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B. Rapoport: As Consul, I agree. People just don't realize, going into it, that so much of ASFA's work happens over the summer. 90% of the executives not being in Montreal over the summer months is a nightmare.

E. Lee: Regardless of whether you mandate me to do this or not, I'm doing it. Just want to make that clear.

Chair: *(Addressing the room:)* If you trust them to just do it, you can always just give it to them as an action item. Or, if you prefer to present it as an official motion, you can do that too.

G. Cordeiro: I will move it. Be it resolved that policy committee be mandated to draft a policy to ensure executives' physical presence over the summer by the November Regular Council Meeting.

R. Mayer seconds.

G. Cordeiro: I'd be amenable to moving it to December if necessary, but it absolutely needs to be done before the new year.

E. Lee: This feels like a pretty short fix - I think November is fine.

(The motion passes unanimously.)

8d. Election dates.

R. Mayer: The by-elections would start with a two-week nomination period beginning on October 28th (Monday), and ending on November 11th (Monday). The campaigning period would then take place from November 12-18th. Polling would ensue on the 19th, 20th and 21st.

Then, for the winter elections: The nominations period would take place from March 2nd (Monday)-March 16th (Monday). Campaigning would take place from March 17th-27th. Polling would take place from March 30th-April 1st.

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The winter elections would start immediately after students get back from reading week. The students will be warned beforehand about these dates and encouraged to get their teams together. This is a fairly typical structure.

Chair: Keep in mind any issues you had when you ran. Keep in mind the timing of the polling period, the campaign period, etc.

(The dates are adopted consensually; no objections.)

8e. Council timing.

E. Lee: (**Motion.**) This just provides a timeframe and more structure in order to accommodate people.

G. Cordeiro: Didn't we pass this already? In any case, I think I'd amend to say that both should be 10:45pm because the last shuttle from SGW to Loyola is also at 10:45. Some of us live near Loyola.

T. Smith-Ayotte seconds. *(No objections.)*

T. Smith-Ayotte: Some points are really time-sensitive and we need to get them done. I feel like we need to agree that there will be a mandatory special council called to deal with outstanding, time-sensitive issues when this comes up. I propose the following amendment: should an agenda not be completed during an RCM, any agenda points that cannot be tabled shall automatically require a mandatory SCM the following Thursday.

G. Cordeiro: Can folks work with the Chair to decide if certain points are priorities and need to be addressed in a time-sensitive way, so that we don't need to call an SCM?

Chair: Absolutely - you tell me what to talk about. I can put time limits as a guide, but you all need to contact me. Perhaps every meeting at 9:30, we should do an agenda roundup?

G. Cordeiro seconds T. Smith-Ayotte's amendment. *(No objections.)*

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G. Cordeiro: Be it further resolved that this motion be added to our Standing Regulations at the end of this year.

E. Lee: It should be in the bylaws.

(E. Lee's amendment is taken as friendly.)

(The motion passes unanimously.)

9. Announcements, Varia.

T. Smith-Ayotte: If you haven't already looked at the MA form about Bill 21, you should take a look at that. Also, on an unrelated note, I've been in contact with Bus.com, and they want to work with associations to give you better deals on buses. So if anyone has events requiring buses, let me know.

M. El Hebri: I sent out an email about the climate strike on September 27 - it's a super important event, and I would really like your support. Hope to see you guys there!

Coms Guild: I have a question - how can we request our student list from the Dean of Students?

G. Cordeiro: If you're accredited, you need to fill out a form and get your head, President, or whoever has the "CEO" role for your MA to sign off on it. It does take at least two weeks to get this list. You should be able to get the form online from the Dean of Students site.

T. Smith-Ayotte: So if they're not accredited, how do they get their student list?

G. Cordeiro: They'd get it from ASFA. Evan would need to sign off on the request. We'd get the list, then send the names and emails of the students to the MA in question. Again, the only person who can sign off on requesting the student list has to be the CEO-type person - usually either the President or General Coordinator of the MA.

E. Lee: Just a quick announcement - please come out to the meet and greet and invite your fellow MA executives! It's a good opportunity for folks to meet us.

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G. Cordeiro: I move to enter closed session.

(No oppositions; entering closed session.)

CLOSED SESSION *(No minutes; motions and decisions only.)*

10a. Review of IC Decision (from June RCM)

G. Cordeiro motions to ratify the decision. SASU seconds.

Motion passes unanimously, with one abstention (B. De La Garza's abstention is noted).

10b. Ongoing Legal Files

10c. Complaint appeal to Council (from June RCM)

G. Cordeiro motions to adjourn. *(Meeting is adjourned at 9:55 pm.)*

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ASFA - Special Council Meeting, 2019-11-07 - Meeting minutes | 1

Arts and Science Federation of Associations (ASFA) Special Council Meeting - 2019-11-07

Meeting minutes

1. Call to order - Roll call and excusals

Chair calls the meeting to order at 18:16.

Chair: Do we have student media in the room? (*No student media present.*) Okay let's get started. The Arts and Science Federation of Associations would like to begin by acknowledging that Concordia University is located on unceded Indigenous lands. The Kanien'kehá:ka Nation is recognized as the custodians of the lands and waters on which we gather today. Tiohtiá:ke/Montreal is historically known as a gathering place for many First Nations. Today, it is home to a diverse population of Indigenous and other peoples. We respect the continued connections with the past, present and future in our ongoing relationships with Indigenous and other peoples within the Montreal community. In recognition of our gathering on these lands, the Arts & Science Federation of Associations has made a donation to The Native Women's Shelter of Montreal (NWSM). We look forward to increasing our support and programs for Indigenous students and community members in the years to come.

Before we start, we have a guest here from Dean of Students, Paige. I'm going to allow her to introduce herself and explain why she's here.

Paige (DoS): I'm a student engagement coordinator - among other things, I helped out with frosh, and I do a lot of the trainings on campus. Our office also does conflict resolution. We're also here if you just want to chat or vent. We're here to support students and student groups. Just want to let you know that we're here and we're on campus to support all of you.

2. Chair remarks and housekeeping

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Chair: I know it's been a while since we've had our Robert's Rules workshop, so I just want to remind everyone to address me as Chair, don't address each other; please, no debates back and forth. If something is unclear, ask for a point of information, but this isn't a chance to put someone on the spot or I know it's hard, but try not to. Don't make claims about their behavior. Keep it impersonal. At the end of the day, it's your vote that matters. I'd like everyone to try to keep your points all to one speaking turn. Say everything you want to say, and then leave it.

a. Resignations: Internal, Academic, Independent Councillor

I received a resignation from our only Independent Councillor left. This person has therefore also vacated their seats on all their committees.

We have also received resignations from both the Academic and Internal Coordinators. George (the Academic Coordinator) resigned as of October 6th, and the Internal Coordinator resigned as of October 1st. We won't linger on these now, as you should have already received these in your doc pack. Are there any comments on either of these?

(No further comments.)

3. Executive remarks

M. El Hebri: As the Mobilization Coordinator, I feel I need to speak up about something. When I initially ran for this position, I knew that there might be some stress, but I viewed this position as important and meaningful, and knew it was something I wanted to do anyway. However, throughout the summer, I have experienced a lot of silent racism. This is a type of racism I have never experienced to this extent in any other workplace before now. Silent racism comes from people who label themselves as allies - from people who think of themselves as "not racist." I've experienced having my input completely disregarded, not being taken seriously, others getting credit for my work. Others have dealt with various forms of bullying over the summer as well. Three resignations among the executive speaks to the bullying that some of us have endured. I want you to know that I will continue my mission and do what it takes to ensure that this kind of situation doesn't repeat itself.

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ASFA - Special Council Meeting, 2019-11-07 - Meeting minutes | 3

T. Smith-Ayotte: I will have a report prepared for November; with everything that's been going on I just haven't had time to have it ready for today. You'll have it at next week's meeting.

E. Lee: I want to thank everyone for being here. It has been an incredibly difficult time, especially given all the resignation and the fact that there are so few of us left right now. I want people to know that at the end of the day, I'm just like you guys - I'm a student. I'm no more special than anyone else here because I'm an ASFA executive. We're all here because we care about students, our studies, and life on campus, and we want to work to make things better. Given the climate right now, I think it's more important than ever for us to work together. Because if we don't, I think this organization will fall apart, and I don't know what's going to happen for our students if that happens. It's crucial that all hands are on deck right now - I'm not afraid to admit that I need help. Regardless of whatever happens tonight, I just want to say that I believe that we're all here for our students and because we care.

Chair: Technically, I should not have cancelled the last meeting - I apologize for that. We need to be taking the bylaws more seriously going forward.

4. **Approval of agenda**

(As this is an SCM, the agenda is set in advance and cannot be modified.)

5. **Consent agenda (Annex 5a, 5b, 5c)**

LSSA motions to approve the Consent Agenda.

SCPASA seconds.

(Consent agenda is approved consensually; no oppositions.)

6. **Information & presentations**

a. **Executive Consul Report - B. Rapoport**

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B. Rapoport: October 3rd was the last meeting with the executive. Following the Internal Coordinator's resignation, Evan has volunteered to step up as interim Internal in order to chair the committee and get by-elections to happen. Since then, there have been lots of committee meetings - Policy and Fincom have met a few times. Internal is moving forward as well. I'm hoping that at the RCM next week, we can have a conversation about the prospective restructuring - I encourage everyone to come prepared with visioning thoughts next week.

SoPhiA: When do you expect to hold the next ad hoc committee meeting?

SASU: We're hoping for Sunday at 1 pm, that's currently when most people are available according to the Whentomeet.

B. Rapoport: Definitely go and fill out the Whentomeet if you'd like to propose a time that's more convenient for you.

LSSA: Can people call into the meeting as well?

B. Rapoport: Sure.

b. Office Manager Report - J. Hutton

J. Hutton: I have two parts to my report, and the second half will be done in closed session. Before I get started, though, I just want to express my admiration for the great work the remaining executives have been doing. It is not possible to do all the tasks we need to do with the limited personnel we currently have. Despite it all, I see so much potential in ASFA. I think ASFA has the potential to be the best vehicle for student representation at Concordia. Day by day, I've been working on cleaning things up from the chaos that was left last year. Sad to say it this way, but the crises are getting better. For the Council meeting next week, I will have a full report of everything I've been doing. But I can give you an overview of some major developments since my last report.

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Number one, I have emailed all MAs with a form you can use to create a “wishlist.” I’ve heard so many MAs complain about things like old couches, no Internet, etc. You can have nice stuff! There’s money set aside for that.

The other thing I want to talk about is that there’s a referendum happening at the CSU during the by-elections, and there’s going to be a question about online opt-outs. I asked some CSU executives about what is actually meant by this question. CSU executives have no idea if this applies to faculty associations or not, so I sought out pro bono legal advice on my own. Even the lawyers didn’t know. So we don’t know if it applies to ASFA, but what we do know is that Concordia University will be given the power to interpret it.

SoPhiA: Currently, can someone opt-out in person from ASFA?

J. Hutton: So weirdly enough, ASFA actually does allow opt-outs. It’s the only student association I know that does. I would recommend that that be removed from the bylaws, as we’re a union, not a campus club.

SHAC: My understanding was that the question applies to the CSU fee levies. ASFA is not a CSU fee levy, so by all accounts this shouldn’t apply to us.

J. Hutton: CSU fee levies are not a thing. The fee levies are paid by student tuition and handled by Concordia directly.

Chair: To clarify, the CSU is the gatekeeper for getting enough student votes to go to the Board of Governors and get them to set the fee levies at a specific amount. The fee levies themselves are operated through the university.

N. Gertler: So if I’m understanding the potential risk correctly - if this passes, Concordia might create a centralized opt-out system at the source, possibly on SIS?

J. Hutton: Yes.

WSSA: Who worded this referendum question?

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J. Hutton: Chris Kalafatidis, General Coordinator of the CSU.

LSSA: Let's say the question on online opt-outs doesn't pass. Does that eliminate the option of opting out completely?

J. Hutton: No, not at all. If the question doesn't pass, we'll simply stick to the current opt-out procedures. Just as an example of how online opt-outs can be detrimental, in Ontario, under Doug Ford, an online opt-out system was implemented across the university network. The effects in terms of financial loss have been devastating to student groups. My job at ASFA is to watch out for the financial health of the organization, and this could be a significant risk.

SHAC: In light of this, does ASFA want to put out some sort of statement explaining why we should oppose this referendum question?

M. Baghdisar: We could maybe wait for The Link, because they're going to publish an editorial on this.

SoPhiA: I don't think we should wait - voting in the by-elections starts on the 12th.

E. Morand: I also think we should do it now because we only have a short period left to campaign.

AHSC: I do think we should release a statement; also, I know my page got a lot of requests for posts from the Yes campaign - in the end, I decided not to post them because I couldn't allow our association page to endorse a referendum question that could harm us and groups we support, but I'm raising this point to point out that the Yes campaign is campaigning a lot more than the No campaign so far, by the looks of it.

M. Rolland: It's also important that we frame this discussion; there's the interpretation that we oppose the consequences of online opt-outs for ASFA, and then there's whether we ideologically agree with opting out or not. Which of these do we want to focus on?

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N. Gertler: I would recommend we make a statement; I would also recommend putting funds into Facebook advertising to promote the No campaign.

LCSA: There is already a campaign on Facebook for this, called "Vote no to online opt-outs." I think even just promoting that would be helpful.

SoPhiA: I think people are kind of polarized on these things; I think we can make our own message independent that's disconnected from that.

B. Rapoport: I move that ASFA releases a statement against online opt-outs, specifically in terms of the potential consequences for ASFA.

USAT seconds.

GUSS: Do we want to clarify in the statement what the potential consequences for ASFA actually are?

WSSA: In terms of discussing the consequences to ASFA or expressing ideological opposition to the referendum question, I think we should do both.

JSA: A lot of students at JSA are staff at student media, and these groups rely a lot on fee levies. I feel like people are not very aware of how important fee levies are. I don't know how CSU is going to campaign the fee levy opt-out, but I think raising awareness of the vital services provided by fee levy groups would be a good thing for us to do.

SCSA: Would it be a better idea to have every individual MA campaign for Vote No? Seeing as we don't know whether ASFA will be affected by this, it might put us in a weird position to campaign openly against it - we don't want to give Concordia any ideas.

SHAC: That's a good point. Can we recommend that individual MAs campaign against the referendum question? Or, if we post as ASFA, that they share our statement about it?

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M. Baghdisar: The CSU has already started campaigning for Yes - they're all over social media, and they've put up posters. CSU has way more posters out than anyone related to the No campaign.

N. Gertler: I think perhaps we should focus on the consequences to fee levy groups that ASFA has a position to support, like Queer Concordia, Sustainable Concordia, CGA, etc. If it's not specifically about ASFA, we don't raise a thorny issue or give Concordia ideas.

WSSA: I think we should do it as ASFA; if we do it as MAs, I don't think it will have as much reach. ASFA has a much bigger platform.

LSSA: Maybe we should focus on what fee levies are about, and what services groups can provide thanks to their fee levies. Fundamentally, this is why it's important to keep the opt-out procedures the way they are right now.

CRSA: It's hard for us to take a side on politically-charged issues, As the religious studies department, these are issues that our students are sensitive about and don't necessarily want to position themselves on, and we're responsible for making everyone in our department feel welcome. It would be easier for us to share and endorse a post made by ASFA than to publicly take a position as an MA.

J. Hutton: It could be useful to do classroom talks as well. Those who want to do that should get in touch with Esther. Actually talking to students is the most effective way to win a vote.

N. Gertler: Can I amend the original motion to suggest that we also send the statement out via the ASFA mailing list and post it on the Facebook page?

(The amendment is consensually adopted.)

SHAC: I'd also amend to recommend to our member associations that they should share the statement with their membership.

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(Consensually adopted; one abstention.)

Chair: Can we leave the implementation details in good faith to everyone and their jobs?

FPSSA: How will this affect Indigenous students? It was brought up very briefly at the beginning of this discussion, but I was hoping you could elaborate on that.

J. Hutton: Funding will largely be affected through other fee levy groups that provide funds and services to Indigenous students and initiatives.

(The main motion passes, with the approved amendments.)

N. Gertler: Who is taking care of writing this statement?

J. Hutton: I'd recommend that everyone who said they were willing to help out with this get in touch with the Mobilization Coordinator.

WSSA: There's a sheet going around now for everyone who wants to do class announcements.

T. Smith-Ayotte: Can I actually suggest that we take a recess in order to write the statement? Given how time-sensitive this is, it might be best to try to do it tonight if we can.

Chair: Can we do that during a regular recess?

T. Smith-Ayotte: Yes.

Chair: Let's do that after the point on structural reform so Griffin can leave after his presentation, okay?

T. Smith-Ayotte: Sure.

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J. Hutton: Like I said, the second part of my report tonight needs to happen in closed session, because it deals with sensitive issues. Can I get a motion to go into closed session at this point?

SCPASA motions to go into closed session.

M. El Hebri seconds.

E. Lee motions to allow Griffin Payne to remain in closed session.

SCPASA seconds.

E. Lee: Griffin is working on a teamwork and communications project to foster better team dynamics within ASFA. It's helpful for him to be in this room and to be as well-informed as possible on what's happening internally.

(Motion passes with one abstention.)

E. Lee: Motion to allow the new PSSA Councillor (who hasn't signed the form yet) to be in closed session.

LSSA seconds.

SoPhiA: I'd amend to allow them to stay in the room on the condition that they sign the confidentiality agreement before we go into closed session.

(No oppositions; amendment carries consensually.)

(Motion carries consensually.)

(Entering closed session.)

M. Baghdisar adds to the stated demands and recommendations that on top of retroactive salary, J. Hutton should receive any additional benefits of the General Manager position retroactive to October 17.

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B. Rapoport moves to approve the five requests in the submitted report, including **M. Baghdisar's** amendment to point 4 as stated above.

TESLSA seconds.

(Motion carries; no oppositions.)

B. Rapoport moves that ASFA adopt the recommendations in the report, and provide as means of an explanation to the individual named in the report that we have received a complaint against them, and that it will be a temporary suspension pending investigation.

SHAC seconds.

(Motion carries, with 1 abstention.)

B. Rapoport motions to appoint Menelik and Esther to ASFA's Investigative Committee, and to appoint Safa as an alternate member of IC to serve in cases of conflict of interest.

GUSS seconds.

(Motion carries; no oppositions.)

B. Rapoport moves to exit closed session.

(Entering open session.)

c. **Structural Reform Project** - G. Payne (**Presentation.**)

B. Rapoport: I know you don't have a proposal for Phase II ready right now; if we wanted that to happen, when would you see that being possible?

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G. Payne: I think the timeline does shift a little bit. If you do contact me again, I need to know where the chips are at, has the dust settled, etc.

B. Rapoport: Currently we have half an exec team. If in January we had a full exec team again, how would that impact this project?

G. Payne: This session contains the elements they need to implement when they bring new people in. So that doesn't necessarily impact the project going forward.

SoPhiA: You think ASFA can survive? You have faith in it?

G. Payne: I do. What I have faith in is that this is a very significant institutional gap that is producing a lot of the symptoms I've discussed. My sense is that the transition aspect

SoPhiA: Would you ever recommend to an institution that hired you to dissolve if you really felt that that was the best solution?

G. Payne: If I were doing a preliminary assessment and I just had the sense of 'actually, I think this just needs to die,' I wouldn't say that, but I also wouldn't take on the project. The other thing I'll say is that from my experience working with organizations that respond with really radical organizational structures, it typically just creates different problems.

M. Baghdisar: What's the role of money in all of this? Do you think the executives being grossly underpaid is a factor underlying many of the issues you've raised?

G. Payne: It's not an area of expertise of mine, but it's also not something that really came up in our conversations. But I'm not a financial expert.

7. Business recurring

a. Reform pilot project continuation - E. Lee

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E. Lee: Now that Griffin has talked to us a bit about what he's done so far, we need to decide what we're actually going to do going forward. Are you guys open to moving forward with Griffin's outline, and if that's the case, how would you like to proceed?

SHAC: Seeing that it's 10:50pm and Griffin specifically recommended against us making any decisions right now, I'd say we should table this at least until next week.

SoPhiA: I motion to table this until the RCM next week.

B. Rapoport seconds.

(No oppositions.)

b. Appointments

i. **Fincom** - TABLED TO RCM.

ii. **Internal Committee** E. Morand self-nominates and is appointed consensually to Internal Committee.

iii. **Faculty Council** Djordje and Esther self-nominate and are appointed consensually to Faculty Council.

iv. **Social Committee** Yannick is nominated by Tori and appointed with voting rights to SoCo.

v. **Student Request Committee** Christiane (SASU) self-nominates and is appointed consensually.

8. Business arising

a. Academic Committee Chairing - N. Gertler

ComsGuild motions to approve the motion presented in advance by N. Gertler.

TESLSA seconds.

N. Gertler: When George resigned, I was called to fill in the gap. I have no intention of being the permanent Chair of this committee. The only reason I put an

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honorarium in here is because as of this year, the Chair will be taking on 75-80% of the Academic Coordinator's job. So whoever ends up being the Chair deserves to be paid.

SCSA: I'm not against them being paid, all I want to know is how you'll deal with any conflicts of interest that might come up.

N. Gertler: What sorts of conflicts are you referring to?

SCSA: For example, they might have a bias toward their own MA in appointments.

N. Gertler: Appointments would go through appointments committee anyway, so even if that does happen, I don't anticipate one person's bias being able to have any substantial effect.

(The motion passes unanimously, with 2 abstentions.)

- b. **Interim Internal Chairing** - E. Lee - TABLED TO RCM
- c. **Executive team resignations** - TABLED TO RCM
- d. **By-election dates** - E. Lee - TABLED TO RCM
- e. **ASFA-MA conflicting events** - M. Baghdisar - TABLED TO RCM
- f. **Fincom decision contestation** - G. Cordeiro - TABLED TO RCM
- g. **Bus.com partnership** - T. Smith-Ayotte - TABLED TO RCM
- h. **Concordia space bookings** - T. Smith-Ayotte

T. Smith-Ayotte: It's just to give MAs a heads up that everything might change in your budgets due to the extra fees that Concordia has added for hosting events on campus.

SHAC: The CSU is currently trying to fight this. Have they contacted you? If not, you might want to try getting in touch.

T. Smith-Ayotte: No, they haven't.

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9. Announcements and question period

WSSA: As I was saying earlier, I'd like for ASFA to take a stand against the CSU referendum questions on faculty equality, online opt-outs, and raising the fee levy for Recreation and Athletics to \$5.

B. Rapoport: Can I suggest that Mobilization Committee meet to develop this statement over the next couple of days?

T. Smith-Ayotte: Just an issue - the reason it needs to be done tonight is because it needs to be mailed out, and it needs to be done during Hope's shift.

B. Rapoport: We can take care of it tonight after the meeting.

SoPhiA: I motion for the statement to additionally speak against the referendum questions on Faculty Equality and the Recreation and Athletics Fee, as well as the one on online opt-outs.

SCPASA seconds.

WSSA: This would essentially restructure CSU Council in order to have three seats for student Councillors from each faculty (Arts and Science would get three for arts and three for sciences). Not only is this less representative, as Arts and Science students are over 60% of the student body, but it would also reduce the total number of seats on Council.

SoPhiA: It's quite literally going to harm student representation and make Council less proportionally representative.

SCSA: Regarding the Recreation and Athletics fee, I just want to say that the Stingers have been very supportive of us and our events, and speaking as the representative of an MA at Loyola, we don't have easy access to LeGym - so I only have the Perform Centre for my students. By raising the fee levy, the university can decrease the costs associated with using the facilities, and that would make them more accessible to many students. I don't support ASFA opposing this referendum question.

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*(Three others are in agreement with **SCSA's** intervention.)*

SCSA motions to divide the question.

HKAPSA seconds.

1 - Motion to speak against the online opt-outs and faculty equality.

(Passes unanimously.)

2 - Motion to speak against the \$2 raise to the Recreation and Athletics fee levy.

SoPhiA: So just to be clear, this will be the highest fee levy we have at Concordia?

SCSA: It's still one of the lowest Recreation and Athletics fees in Quebec and Canada.

WSSA: It's not the lowest in Quebec, though. And though it is good for a lot of students, I don't think this would necessarily benefit the majority of students. So I would motivate in favor of opposing the referendum question.

SHAC: If this fee levy increase is adopted, would there be more facilities or significant improvements to existing facilities?

SCSA: Yes - for instance, they want to renovate the gym to add a third floor.

(The motion carries with 5 in favor, 3 against, and 14 abstentions. A revote is requested.)

*(**Revote:** 10 abstentions, 3 in favor, 6 against. Motion fails.)*

B. Rapoport: I want to move to allow executives to attend the ad hoc committee meeting this coming Sunday.

HKAPSA seconds.

(The motion carries consensually.)

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10. **Closed session (CONFIDENTIAL)** - Tabled to RCM
 - a. **Employee performance review**
 - b. **Ongoing legal files**

11. **Adjournment**

Chair declares the meeting adjourned at 23:01.

Arts and Science Federation of Associations (ASFA)
Regular Council Meeting - 2019-11-14

Meeting minutes

1. Call to order - *Roll call and excusals*

Chair calls the meeting to order at 6:21 pm.

2. Chair Remarks & Housekeeping

Chair: Good evening, everyone. Let's get started with the land acknowledgment. The Arts and Science Federation of Associations would like to begin by acknowledging that Concordia University is located on unceded Indigenous lands. The Kanien'kehá:ka Nation is recognized as the custodians of the lands and waters on which we gather today. Tiohtiá:ke/Montreal is historically known as a gathering place for many First Nations. Today, it is home to a diverse population of Indigenous and other peoples. We respect the continued connections with the past, present and future in our ongoing relationships with Indigenous and other peoples within the Montreal community. In recognition of our gathering on these lands, the Arts & Science Federation of Associations has made a donation to The Native Women's Shelter of Montreal (NWSM). We look forward to increasing our support and programs for Indigenous students and community members in the years to come.

3. Executive Remarks

M. El Hebri: We're going into mediation, and I need those waivers as soon as possible. I feel like I've been very nice about this up until now, but I really need you guys to cooperate with this request. Whoever's on your MA that hasn't signed the waiver needs to get it to me.

4. Approval of Agenda

B. Rapoport: I received a request from a couple of people to discuss the ad-hoc committee's proposal earlier on the agenda.

Chair: Sure. Do you want to do that before appointments?

B. Rapoport: Can we do it before Business Recurring?

Chair: That should be okay. If folks are leaving right after this point, they - actually, no one should be leaving after this point. Attending these meetings is your responsibility as a Councillor.

B. Rapoport: I think the issue is more that there are non-Councillors in the room who are here specifically for this point.

(The agenda as modified is approved consensually; no objections.)

5. Consent Agenda - (Annex 5a, 5b, 5c)

(The consent agenda is approved consensually; no objections.)

6. Information & Presentations

a. Executive Consul Report – B. Rapoport

B. Rapoport: I didn't write a report or anything, but I wanted to let you all know that I'm resigning as Consul. I am going on exchange next semester, and so I won't be physically present in Montreal. My energy over the past two weeks or so has been mostly focused on the ad-hoc committee, supporting the office manager, and meeting with Paige (from the Dean of Students office). I think this is a weird time period.

Now that I'm stepping down, we will need to replace me as Consul, and also fill my seats in all committees I'm currently sitting on. This is my motivation for stepping down a bit earlier, as I am on a lot of committees and this gives ASFA more time to adjust. I will also have someone replacing me as SCPASA Councillor for the future.

b. Office Manager Report – J. Hutton

J. Hutton: ([Report.](#))

B. Rapoport: This is really great. Is there a way for your report to be more concise? You do so much work, and I found the report fairly hard to follow at times.

Chair: Just a reminder that the Office Manager report is for you, as Council. The guidelines for what John actually puts into this report every month are pretty vague. If you want an Office Manager report, you get one, if you don't, you don't. Otherwise, there are no strict recommendations for what John presents to you.

SoPhiA: Obviously, we don't have an internal exec right now, but I'm on internal committee and I didn't know about any of the stuff regarding splitting Simply Voting costs with the CSU executive. I would have appreciated being in the loop on this. I don't feel like our opinions on these particularly important things are being valued.

T. Smith-Ayotte: Yeah, the whole collaborating with the CSU exec - I don't know who was consulted about this, because I wasn't, but we discussed this in detail over the summer and the decision was made that we wouldn't do it.

J. Hutton: The thing about the possibility of splitting the cost is that no actual proposals have been made. I messaged Evan and Richard about it and floated the idea to them, and they said they would get back to me. I also chatted with the CSU execs to see if there was anything that would prevent them from doing this on their end. No one was ever assuming this would happen; there are no formal proposals on the table. There are also complications that might make it too difficult for this to happen on our end, logistically-speaking.

M. El Hebri: Like Tori said, we said no, and we all agreed no. So I'm just trying to understand. I guess my question is for Evan - what happened? Why was this discussed after we specifically voted against it?

E. Lee: So we talked about this at the September executive meeting, and the idea got shut down. After Richard and George resigned, we were looking at ASFA's ability to continue functioning efficiently on a day-to-day basis. I was preparing, if need be, to streamline the services in order to ensure that we could survive and do the things we really needed to do, such as run elections. In light of this, John brought this idea up again to me, and I gave him the ok to just look into it so that we could be aware of the options we had in the future. It was basically a potential cost-saving measure that we looked into, there were never any formal proposals to go ahead with this.

SoPhiA: Why wasn't internal committee told about any of this? We are in charge of getting elections done and it wasn't communicated to us at all.

E. Lee: I didn't have any complete information to provide to you guys. I think it's my bad - I think I honestly meant to bring this up, and just forgot. Going forward, I'll do my best to make sure internal committee is properly informed.

B. Rapoport: I didn't bring it to internal committee because I thought the idea was dead.

J. Hutton: I did not know that there was an executive committee vote against this. Had I known that, I definitely would not have looked into this at all. If committees want more involvement with me, let me know. I typically report to the executives, but Council can choose to have more direct involvement with me if that would be useful.

c. Loyola Committee Update – Co-Chairs

Chair: This committee is meant to report back to Council regularly - so far we have been remiss, but we have the committee co-chairs here today to give us an update on what's been happening at Loyola Committee.

V. Vidiera and F. Harrison-Roberts: (**Presentation.**) The Committee is open to all MAs based at Loyola. We also have our own Facebook and Instagram pages. The committee organizes events such as frosh (including Froshbite, the winter frosh event that happens only at Loyola), and a wine and cheese in the spring term.

This year, Froshbite will be occurring all day on January 22nd. Even if folks have class during the day or at night, they can still come out for part of the event if they want to. There will be multiple events, such as morning coffee and tea, a party at the Hive, and hot ice skating.

On March 10th, we'll be holding a career day full of workshops about academia and job-seeking. The wine and cheese will also be held that day, in the evening.

New this year, we're also going to be doing a "Show us your Loyola" photo contest where people can post their photos at Loyola to win event tickets. This will hopefully be a way to promote the campus.

FPSA: Why are we sponsoring these private companies, like McDonalds and DAVIDsTEA?

V. Vidiera: Well, they're actually sponsoring us.

E. Morand: Are there regulations as to which companies we will accept to get sponsorships from? I think it sends kind of a weird message to have ASFA events sponsored by McDonalds.

Chair: You're highlighting perhaps a gap that ASFA has. Should this be sent to policy committee to clarify, perhaps?

T. Smith-Ayotte: The fact of the matter is that we need money for events, so if we're going to do a blacklist, people need to be able to offer alternate solutions.

B. Rapoport: I don't know if we need to create an explicit policy for this. You guys are saying that these are two companies you are interested in approaching; I feel these situations can be dealt with on a case-by-case basis. Sending it to policy might take away some of the wiggle room we necessarily need for things like this.

V. Vidiera: So the reason we chose McDonalds is that they have in the past collaborated with MAs at Loyola, versus Second Cup or Tim Hortons that won't even answer emails.

SoPhiA: I think the point is that all of these companies - Second Cup and Tim Hortons included - mistreat their employees and underpay them. I think that is the issue here; it is an ethical choice to want to collaborate with them.

M. El Hebri: I think if we're going to not go with McDonalds or say no to McDonalds, we have to put another option on the table. It has to be an affordable event for students that tend to not have a lot of money. In order to do that, we absolutely need sponsorships.

B. Rapoport: Doesn't this go against our Ethical Purchasing Policy? I think it does apply here, because it talks about sponsorships as well.

SoPhiA: If you find a place that works well with you and that doesn't violate our ethics as an organization, we can absolutely add it to the list of accepted sponsors.

SCPASA: I thought we had received grant money to go toward the Froshbite events?

V. Vidiera: We applied for more money for this, but we didn't get it. Which is why we're in dire need of sponsorships.

E. Morand: I motion to have policy committee discuss this topic further.

Seconded by **FPSA**.

T. Smith-Ayotte: I honestly don't think this is the highest priority for Council right now.

SoPhiA: I do think this is a high-priority thing to be discussed because it doesn't seem like there are sustainability considerations in the policy at all.

E. Lee: If folks want to get together in advance and put stuff together before policy committee, policy could definitely discuss it then. We haven't even gotten to the ad-hoc proposal, which I think is the highest priority for tonight, so I think we need to get to that as soon as possible. Policy is currently composed of myself and one other person. We need appointments for that in order for anything to get done efficiently on policy, so I would like to proceed with that as well.

B. Rapoport: I amend to add that Policy should review this policy as it pertains to sponsorships and bring a report to Council as soon as they can.

T. Smith-Ayotte: That policy make an open call so that Council members who want to participate in this discussion can be encouraged to attend.

(Amendments carry; no oppositions.)

(Main motion carries.)

B. Rapoport: I was just wondering where the remaining money is coming from. Do you guys feel good about being able to stay within your \$10,000 budget for the rest of the year?

SCSA: Yes, we think we may be a bit under-budget in fact.

d. Quarterly Financial Update – J. Yang

J. Yang: *(Finance report.)*

B. Rapoport: Why haven't we received the revenue from the picnic yet? Seems kinda late.

T. Smith-Ayotte: CASA has just been really backed up.

SoPhiA: Is there a way we can see the Special Project Funding requests? I'm just curious about what criteria are used to reject/accept requests.

J. Yang: They're in the doc pack.

B. Rapoport: How did frosh come out? Do you remember if we broke even in the end?

J. Yang: We definitely didn't break even. Expenses are always more than revenue for frosh, but that's normal. We definitely didn't spend significantly more than normal.

B. Rapoport: I know last year we had issues with finances. Do you feel like there's less concern about our finances at this point? It seems like things are going a lot better.

J. Yang: It's definitely much more consistent now. John has also provided us with a YTD, which is making things easier to follow.

TESLSA: Last year we got blindsided by legal fees. Do we think that's going to happen again this year? Is it possible that we may need to reassign more funds to legal fees than what's been budgeted?

T. Smith-Ayotte: It really depends on what happens throughout the year, but significantly more was budgeted for that this year.

Chair: Since we're talking about the budget, I want to remind everyone that we do have a budget line for food allergies at Council meetings. Does anyone have a food allergy that they want covered? If so, let someone on the exec know - we will order something specifically for you. Let us know, it's not a problem at all.

8. Business Arising

a. Ad-Hoc Committee Proposal – Co-Chairs

B. Rapoport: At the time of the SCM, we had only one meeting of the ad-hoc committee; we really wanted to have another meeting, and obviously we didn't want to send the proposal beforehand. That meeting was on Sunday, so we're bringing this to you later than initially predicted.

Chair: You must vote to rescind the 7-day timeline that was previously approved in order for this to be okay.

VOTE: (24 for, 2 against; carries at $\frac{2}{3}$ majority.)

MOTION: *A proposal for the governance of the Arts and Sciences Federation of Associations (ASFA) for the remainder of the 2019-2020 academic year*

Presented by the ASFA Ad-hoc Governance Committee (Co-Chairs: B. Rapoport and C. Sakr)

PROPOSAL = RUN BY COMMITTEE

Summary:

- *All committees except Finance will appoint a councillor to be a co-chair along with the executive chair of that committee.*
- *Where there is no executive, two councillors will be appointed as co-chairs.*
- *All committees should meet biweekly (every other week) at a minimum.*
- *Policy Committee will convene with the Ad-hoc Governance Committee for policy proposals having to do with ASFA structure, but will meet on other matters separately.*
- *By-elections will be cancelled.*
- *Vacant seats in Member Associations (MAs) will be filled at General Assemblies (GAs) or appointed by current MA executives.*
- *General Elections (ASFA and MA) will be moved to March.*

Detailed Proposal:

All MAs are to be well informed about the current state of ASFA so that councillors can make an informed decision regarding this proposal.

All committees except Finance will appoint co-chairs to share the workload and delegate tasks to committee members. Co-chairs can be appointed from the committee membership or from a member at council. If co-chair positions are not filled by the committee or council, callouts will be made in order to fill these positions. If it is in an executive's mandate to chair a committee, they will automatically assume the position as one of the co-chairs. If there is no executive associated with a committee, the co-chair positions will be assigned to two members of the committee. The co-chair that is a councillor will retain their voting power, the executive would not have voting power.

Internal Committee will appoint a chair from within its membership, who will also be ASFA's booking officer. It will focus on supporting MAs with filling executive seats (including promotion) and focus on hiring, training, and preparation for General Elections. - Hiring Elections Coordinator will happen in November 2019.

By-elections will be cancelled and MA executives will be elected at General Assemblies or appointed by the MA executives via callouts (depending on MA bylaws and for MAs that currently exist), supported by Internal Committee. A budget for \$50 per MA will be made available for MAs that need to hold GAs. For MA's that need to be reformed, a by-election will be held.

General Elections will be moved from February to March (since there will be no current executive to train them anyway). Newly elected MA executives will be encouraged to participate in relevant committees as part of their training and attend council as non-voting members.

Policy Committee will work with the ad-hoc governance committee on governance/structure issues. The ad-hoc committee will keep its current structure: two councillors as co-chairs, one vote per MA, and meetings will be open attendance. The primary focus will be: - A proposal for the restructuring of ASFA governance, to be finalized one month before general elections (i.e. in February, to be ready before March elections).

Policy Committee will commit to writing the new policy for elections regulations (online voting) as soon as possible, by the end of January at the latest.

Academic and Internal executive honorariums will be allocated by Council. We propose that the committee members and chairs of Academic Committee and Internal Committee receive a fraction of the executive honoraria pending discussion

at council. Council will decide on how these honoraria will be fractioned. The Communications honorarium will be left for Council to allocate.

The office manager will be asked to look into whether committee chairs can be covered by ASFA's executive insurance.

B. Rapoport: We had about 10 people at each meeting. We did try very hard to get as many people as possible involved. I'm happy to answer any questions you may have on this proposal. The ad hoc committee itself can either stick around or be reconstituted in January, and it would exist primarily to discuss whether we want this structure, or another, to go on into future years.

Christiane: That aspect would be discussed with policy committee.

ESS: Looking at the abstract, it said that the elections would be moot other than for those MAs who need to have by-elections. When is the plan to have these?

C. Sakr: We moved by-elections to January at the last SCM. Right now, by-elections are still happening, and they're happening in January. We're hoping to hire the CEO and other employees for that soon.

LSA: This motion is going to be voted on as a unit?

Chair: You could move to split the vote.

LSA: We want to postpone the elections because we don't have enough staff to prepare them - so wouldn't it make more sense to have elections so that we can have more staff on the team as soon as possible?

B. Rapoport: Postponing the elections is meant to give more time for prep to happen, because right now we don't have a lot of people and we don't have anything ready.

SoPhiA: If anyone wants to help internal committee hire elections people, please let us know. The help would be really appreciated.

M. El Hebri: I was there on Sunday and I like this idea, but I'm also a little afraid of this idea. If we're going to have co-chairs, it has to be someone who is actually going to help out. It has to be a person who's committed. We should probably add that the person chosen will initially be on probation in case they don't work out. I've experienced this, when I'm trying to contact a person and they don't respond to emails, never show up to meetings, etc., and then I'm left doing all the work for two people. There has to be some kind of way to hold these people accountable if they're not pulling their weight.

B. Rapoport: I think that's an excellent point. The co-chair would be appointed from within the committee. If someone is appointed from the committee and they're not doing their job, the committee could unseat them and choose someone else.

T. Smith-Ayotte: The co-chair could also be required to submit their own report to Council, to show that they are doing something. It would take a load off the executive as well.

SoPhiA: It would be good to include details in the motion itself about what this person is expected to do. That way, if they don't fulfill a given task, we'll know it was a task assigned to them.

WSSA: Okay, so there's a chair and co-chair, or there's two co-chairs?

M. El Hebri: It's the executive and another co-chair.

B. Rapoport: The exec and the co-chair can also work together on one report, like what's already being done in Loyola Committee.

WSSA: In response to what you were saying about accountability, in the proposal itself, there's a part about honoraria at the bottom. That's an incentive for people to actually show up and do the work.

B. Rapoport: That's just for Internal and Academic, though.

SCSA: Fiona and I do not get paid for the work we do, and we still show up and do it. Just pointing that out.

SoPhiA: I'd amend to have Council allocate the Communications honorarium to the Loyola Committee.

Chair: I think that's a separate conversation - let's come back to this.

B. Rapoport: Let's go through the motion item-by-item. Does anybody have any specific comments about the Co-Chair proposal? (*No further comments.*) What about replacing by-elections with GAs?

SoPhiA: I know that a lot of MAs have trouble getting quorum for GAs, so I guess I'm just concerned about them.

LSSA: A majority of LSSA was hired, and we don't even have GAs. We wouldn't meet quorum. Even for elections, we barely get quorum.

F. Harrison-Roberts: It's hard to get quorum for us as well.

T. Smith-Ayotte: I agree with what's being said. Maybe we could add "if possible" to the GA requirement?

LSA: At the beginning of the semester we had a problem with attendance for the GA. One way of being successful was to combine it with another event that we had. That actually allowed us to meet our quorum.

LSSA: With the callout thing, we did a callout and kept promoting it, and only three people applied. I don't think it's necessarily a good idea.

B. Rapoport: A callout to ask people to take a position. Do you think running in a by-election would get more people?

LSSA: I think people are more interested in running and campaigning than sending out a CV.

B. Rapoport: What about moving general elections from February to March.

LSA: I'd amend "since there will be no current executive to train them anyway" to change it for having more prep time.

T. Smith-Ayotte: Can we cancel by-elections in January and just have general elections in February?

B. Rapoport: Typically general elections are to elect people for the next mandate. Are you proposing that those folks start right away instead of starting in June?

T. Smith-Ayotte: I'd say that in terms of training, they should probably start right away.

Cubcaps: I like what Tori's proposing. It would probably make the transition smoother and provide more time for training.

SoPhiA: Can ad-hoc have a meeting specifically to talk about MAs that need to do by-elections?

B. Rapoport: In terms of transition, sometimes we need a person in the position right away.

T. Smith-Ayotte: By-elections are more useful to fill vacant spots. But if we combine both, that eliminates the need for two separate elections.

M. El Hebri: I think it's a good idea. The person who takes the vacancy can start right away and learn the position. There would be more training time even for those who are not taking vacant positions, because someone would be around to train them.

TESLSA: I would amend to remove the last clause and have vacant seats for MAs filled during the general elections in February.

LSSA seconds.

Chair: What happens if an MA needs to fill a seat?

Vlad: The seat would just be filled during the general elections.

B. Rapoport: This happens regardless when someone is put in the interim.

LSA: I want to amend to specify that by cancelling the by-elections, that the people running know that their training will start before their mandate starts.

LSSA seconds.

T. Smith-Ayotte: I think it might be more beneficial to send this to policy committee to develop an explicit policy saying that once you're elected to a position, you start training right away, and the outgoing exec is committed to training the new person.

Aaron: I think it's a bit weird for someone to hold a mandate for a year and a half.

Maryam: I think this is an exceptional thing that we're doing, for just this time. I think it's just about ASFA being in a weird situation.

Cubcaps: Yes, I think this is a special situation.

ESS: I want to clarify that we should add to the summary that by-elections are cancelled except for MAs that absolutely need to have them in order to be an MA.

Chair: That's a typographical change, we can absolutely add that.

B. Rapoport: Can you reform the MA in February?

ESS: I do see the urgency. We have to start from scratch, so I'd rather have an extra month to do that.

T. Smith-Ayotte: The kind of logic behind keeping the general elections in February was to allow those MAs who aren't comfortable going through a general assembly to be able to still have that fair vote. It's providing a happy medium for the MAs.

Chair: In terms of elections - do we need to make any other changes to this, or does this work in the largest number of cases imaginable?

SoPhiA: Can non-formed MAs still have a GA?

Chair: Yes, as long as they meet quorum.

E. Lee: It might be advisable to adjust quorum numbers for MAs if it's a really big problem - perhaps by amending the standing regulations. We could, as Council, amend our bylaws or standing regulations so that ESS can call their GA. We could even notwithstanding this for ESS specifically. We have two ways we can do this, there are avenues we can use to pass this at Council and make that binding.

SoPhiA: My only thing about keeping general elections in February, is that we haven't hired anyone to do elections yet. We need to figure this out. Maybe in December we can move it. Maybe if we have everything together we can do it, but I think it's a little preemptive to be deciding on this now when no one's been hired.

SCSA: We can always move to keep it in February now, and then push it back to March in December if we realize that it is a complete disaster.

Amendment 1: Remove the last clause, "General elections will be moved to March."

VOTE: *(Amendment carries by majority.)*

Amendment 2: Conditional to cancelling by-elections, the executives elected during the Winter 2020 general elections will commence training for their positions immediately.

VOTE: *(Amendment carries by majority.)*

TESLSA: We already made a proposal about the Academic honorarium being given to the Chair. We already decided what to do with the money. What about the other committees?

Chair: I wouldn't worry about that - SoCo for example doesn't need to meet biweekly meeting requirements unless there's an event coming up soon.

TESLSA: Every committee doesn't need to meet biweekly, but in this motion, it's saying that all committees should meet biweekly, so I think that's a bit contradictory.

Christiane: It says "should," it's a recommendation.

TESLSA: I just think that committees should decide this among themselves.

B. Rapoport: It was coming from a place of acknowledging that in general, meetings haven't been happening as often as they should.

(It is accepted consensually to add "it is recommended" as explicit wording; no oppositions.)

SoPhiA: In the investigative committee there are no chairs. So I would add that as well as finance committee into exceptions to this policy.

B. Rapoport: Sure, we can add that.

(Passes consensually; no oppositions.)

E. Lee: “Co-chair that is Executive will not have voting power.” I don’t see how this will be beneficial. Why would you want to remove the executive’s voting power? When new executives come on, they would have no voting power within their own committee?

T. Smith-Ayotte: I see where there could be an issue with restricting a vote. Typically as a Chair of a committee, you always give the vote to the committee unless there is a tie-breaker.

Aaron: Can we say that the co-chairs will only vote in situations where there is a tie?

E. Lee: I let the rest of my committee members have their own voice, but I don’t see how it’s fair to remove a vote from one person in particular on the committee. Everyone should vote however they think. I want to remove the portion where it says the executives will not have voting power. I think everyone on a committee should have voting power, point blank.

T. Smith-Ayotte: As the Chair of a committee, you should only ever be voting when there’s a tiebreaker in the first place.

SoPhiA: I move to replace “The executive will not have a vote” with “the Co-chairs will only exercise their voting power in the event of meeting quorum or breaking a tie.”

Seconded by **T. Smith-Ayotte**.

(Amendment carries.)

SCSA: Can I add the whole training aspect? Can we have ad hoc committee make that more organized and have a training process?

Chair: This has been brought up every year. Do you want to move this at maybe December Council? I think this deserves to be its own discussion.

SCSA: Let’s table that to December.

T. Smith-Ayotte: We could also talk about having the MA retreat happen a bit earlier.

E. Lee: The budget of \$50 mentioned for the MA GAs if we cancel by-elections - that doesn't need to be there because this amount is already in the admin budget.

B. Rapoport: This is for extra GAs, which isn't already in our budget.

E. Lee: The concern I have is, where are we getting this money from?

B. Rapoport: The \$9,000 reserved for by-elections.

E. Lee: We should just clarify that that's where it's coming out of.

(Passes consensually; No oppositions.)

USAT moves to approve the proposal.

Cubcaps seconds.

(Unanimous, one abstention.)

SoPhiA: I want to allocate a budget for honoraria for Loyola Committee.

Chair: We should treat this as a separate motion, so that it can be a permanent thing that goes on into the future.

SoPhiA: I'm talking for this year specifically. I want to give the committee money. But also I'm pretty sure it doesn't say to just give the Chairs honoraria, it can be for the whole committee.

T. Smith-Ayotte: For the Loyola Committee, I think there should be a budget line implemented. At the end of Council, we can talk about who did work within the committee, it's definitely not limiting the budget to just the Chairs. In terms of the other committees, I think we should make a separate motion to make things more specific. What they need to do, their compensation, etc.

Chair: Do we want to think about this and address it in December? It's getting late, and this seems like a big discussion.

Vlad: Having a proposal to discuss would be ideal. At that point we can either accept it or make changes, or table it to later.

F. Harrison-Roberts: Will this be discussing whether all the committees will be compensated?

T. Smith-Ayotte: Yes.

Chair: I like the idea of treating Loyola separately, because the Loyola Committee will be going forward into the future.

7. Business Recurring

a. Reform Pilot Project Continuation – E. Lee

(Point tabled to December.)

b. Appointments

- i. Fincom: HKAPSA and Liberal Arts self-nominate, and are appointed consensually. *(No objections.)*

- ii. Curriculum Committee:

Chair: This is a university body within FAS that reviews changes to curricula.

F. Harrison-Roberts: What's the time commitment?

SCSA: It's Tuesday afternoons, once a month, alternates between Loyola and downtown.

(No nominations at this time.)

- iii. Policy: CCSA and SASU self-nominate, and are appointed consensually. *(No objections.)*

- iv. Mobilization: USAT self-nominates, and is appointed consensually. *(No objections.)*

- v. Internal: SASU and M. El Hebri self-nominate, and are appointed consensually. *(No objections.)*

- vi. Consul:

Chair: This is Council's representative on the executive team. They also Chair executive meetings. If no one's interested right now, we can do this in December.

(No nominations at this time.)

8. Business Arising (continued)

a. Interim Internal Chairing – E. Lee

Motion to Appoint an Interim Internal Chair

Whereas internal functioning of ASFA are crucial to member associations within ASFA ;

Whereas the ASFA Internal Coordinator is responsible for convening Internal Committee and overseeing ASFA and MA's internal and administrative matters

Whereas the Internal Coordinator has resigned;

Whereas Internal Committee needs a chair to function properly and fulfill its role;

Be it resolved that the Internal Committee shall appoint an interim chair either from its members, or from any arts and science student who is interested in filling the position via callout

Be it further resolved that the interim chair shall act as chair until a new Interim Coordinator is duly elected;

Be it further resolved that this charge shall fulfill all the duties of the chair outlined in the Standing Regulations;

Be it further resolved that the chair shall be paid the Internal Coordinator's salary for the period of time that they are chair.

E. Lee: I need to amend the first "be it resolved" after having sat in on the ad hoc meeting. The standard thing is to appoint a chair among the membership. Otherwise, Council, otherwise callout. I reached out to someone who was actually interested in being the Internal Coordinator. I move to accept the motion.

TESLSA seconds.

B. Rapoport: I feel like this motion is sort of redundant.

E. Lee: So this person has said they would like to be the full-time Internal Coordinator. I told them I would bring it to Council and get back to them.

SoPhiA: This doesn't seem to be at all about getting the Internal Coordinator. This is just about chairing. If someone wants to be the Internal Coordinator, we don't really need this motion at all.

B. Rapoport: Why didn't you have this person come to Council? We don't need to vote on this. If someone is interested, they should come to Council and we can decide whether or not we want to hire them.

T. Smith-Ayotte: This was discussed at the meeting on Sunday. There were concerns about bringing a new person into a committee that already knows what it's doing. In the past, one person choosing new people to bring in hasn't really worked out. I'm more comfortable with the committee as it is. I think if this person is interested in running, they should definitely attend meetings and become a part of the committee.

GUSS: I guess I'm a little confused about where the discussion is going. Can the potential Internal Coordinator present themselves in December?

Aaron: In the proposal it says that the interim Internal Coordinator will become a co-chair of the committee. This is entirely redundant because according to the ad-hoc proposal, an executive will automatically become one of the co-chairs if they are elected or appointed.

E. Lee: I'm rescinding the motion.

(No oppositions.)

T. Smith-Ayotte: Usually, we'd have to put out a callout for the position as well to ensure that the process is fair and that other interested candidates have the opportunity to apply. But also I'm thinking about the fact that if we appoint someone in December or January and then hold general elections in February, the person will be interim for a month. What's the point of wasting Council time on this in that case?

E. Lee: If internal committee is already interviewing people for elections positions over the course of this upcoming weekend, can the other people on internal committee make themselves available this weekend so that we can have a discussion about whether we want to hire an interim Internal?

T. Smith-Ayotte: The committee needs to hire people for elections - what if they don't find someone for one of the necessary elections positions? We urgently need these positions filled. Elections need to happen.

Chair: Internal committee couldn't actually hire this person; that would have to go through Council. But internal committee could decide whether we want to put out a callout to hire someone for the position.

T. Smith-Ayotte: What I was saying is that we can't decide now, because right now the committee needs to prioritize hiring for elections. We can still discuss this further at Council in December.

(Councillors will discuss hiring an interim Internal Coordinator during the December Council meeting.)

b. Motion to Update Academic Mandate – E. Lee

E. Lee: I move to accept this motion.

HKAPSA seconds.

B. Rapoport: So what we've decided is that they will have the right to sit on all of these bodies, but they don't have to if they don't have the time.

SoPhIA: I think it's kind of dangerous to play around with this. Is there a minimal number of bodies that they need to sit on?

TESLSA: I agree. The majority of the Academic mandate is sitting on these committees, in order to ensure that students are properly represented.

GUSS: Can we add a clause saying that if they can't fill these seats, they must present a justification for it?

Chair: This already has to be done.

M. El Hebri: Let's just add a minimum number of committees that they do need to sit on, so that if someone runs, they know in advance that they have to sit on at least some of these committees.

E. Lee: I think it would be ideal if the Academic Coordinator sits on at least Faculty Council, Steering, and Curriculum Committee - or at the very least two of those three. There's a challenge involved here for whoever ends up being the Academic Coordinator. I would amend the motion to state that the AC needs to sit on at least two of these bodies.

SoPhIA: The whole purpose of the Academic Coordinator is to advocate for students with Concordia's administration by sitting on university academic bodies. How can you advocate for anything if you're just going to be on two committees? What are you doing to fulfill your mandate?

B. Rapoport: I hear that. The reality is that very little to no advocacy for students can actually happen in these committees. The person sitting on these committees isn't advocating for students there. I think there are many more places where the AC could do actual advocacy work. The faculty and administration don't care about giving student representatives a real voice. That's what I've been hearing for months.

T. Smith-Ayotte: I think the issue is that by focusing so much on the Academic Coordinator sitting on all these bodies, it gives them no time to do anything else they might want to do in terms of advocacy. For example, George wanted to do a lot of advocacy initiatives and had lots of ideas for projects. We need to choose what is most important. At the same time, certain things do need to be specific to AC so that we can know they are fulfilling their mandate.

Vlad: I'd like to move to table this point until December.

(No objections; point tabled to December.)

c. Summer Mandate Overhaul – E. Lee

E. Lee moves to accept the motion as presented.

SoPhiA seconds.

T. Smith-Ayotte: I would amend to change “executives are expected” to “executives are required.”

(Amendment passes consensually; no objections.)

SoPhiA: Being in Montreal doesn't mean you're doing work.

B. Rapoport: This specifically was about executives not being in Montreal over the summer; trying to avoid a repeat of what happened this summer.

T. Smith-Ayotte: We should still add in, explicitly, that all executives are expected to help with frosh and other work during the summer.

M. El Hebri: Right, but I think people should be able to take vacations.

T. Smith-Ayotte: I think it's more that you need to be based in Montreal over the summer, not that you can never leave the city for any time period.

B. Rapoport: I would say this should go back to policy committee to make the specific expectations clearer and more explicit.

SoPhiA seconds.

Chair: This needs to be moved to December. We don't have time to give the point the attention needed with the remaining time we have this evening.

d. Council Meeting Days & Times – CRSA

(Point tabled to December Council.)

e. Motion for MAL seats on Faculty Bodies

(Point tabled to December Council.)

f. Bus.com Partnership – T. Smith-Ayotte

T. Smith-Ayotte: I just wanted to give everyone an update - we won't be able to partner with Bus.com, unfortunately.

g. Concordia Space Bookings – T. Smith-Ayotte

T. Smith-Ayotte: Just a reminder about Concordia's new space booking fees - this wasn't accounted for in your MA budgets, so you unfortunately might not be able to afford all your events. I would recommend for MAs to go through their list of events and see where cuts can potentially be made.

h. December & January Council Dates – T. Smith-Ayotte

T. Smith-Ayotte: I'd propose doing the December meeting on the 5th, before we really get into finals and no one is available.

UPSA: I think the first week of December would be ideal; let's just get it done as soon as possible so folks can focus on their exams.

B. Rapoport: Can we do a Whentomeet in order to choose the date that works for the most people?

Chair: Yes, I will send a Whentomeet for the 5th and 12th; from experience, the 19th is not a good idea. People won't come to a meeting on the 19th.

(No objections.)

T. Smith-Ayotte: I propose to have January Council on the third week of January rather than the second week, just to ensure everyone is back in Montreal from the winter break.

TESLSA seconds. *(No objections.)*

9. Announcements & Question Period

(Nothing further.)

10. Closed Session (CONFIDENTIAL)

- a. New Legal File**
- b. Ongoing Legal File**

11. Adjournment

The meeting is adjourned at 23:24.

Call to Order – Roll Call and Excusals

2. Chair Remarks & Housekeeping

3. Executive Remarks

4. Approval of Agenda

5. Consent Agenda – (Annex 5a, 5b, 5c)

6. Information & Presentations

- 6.a. Executive Consul Report –
- 6.b. Office Manager Report – J. Hutton

7. Business Recurring

- 7.a. Reform Pilot Project Continuation (From Oct & Nov) – E. Lee
 - Come back to for January, February, or potentially March council
- 7.b. Motion to Update Academic Mandate (From Nov RCM) – E. Lee (**PASSED**)
 - Amendment: Academic coordinator to attend Faculty council meeting unless for valid reasons/excusals
- 7.c. Summer Mandate Overhaul (From Nov RCM)– Policy Committee (**PASSED**)
 - Revised policy passed
- 7.d. Motion for MAL seats on Faculty Bodies (From Nov RCM) (**PASSED**)
 - Curriculum committee seat will be filled accordingly by the academic caucus
- 7.e. Council Meeting Days & Times – CRSA
 - Proposing council meeting dates
 - Chair will put out a doodle
 - Will investigate different days for council
- 7.f. ASFA - MA Conflicting Events – M. Baghdisar
 - ASFA providing the date for its events to MAs
 - Few weeks before possibly
 - Loyola committee chair tried to do a joint doc to list off events
 - No one filled out the doc
- 7.g. Appointments
 - i. Curriculum Committee
 - Usually meets at Loyola
 - Zachary Derrick (FPSTMA)

- Appointed
- ii. Executive Consul
 - Christiane Sakr (SASU)
 - Appointed
- 7.h. Independent councillor vacancies
 - Motion to appoint Karen to be an independent councillor (**PASSED**)

8. Business Arising

- 8.a. Office Manager Performance Review Metrics
 - Get back to Rory with proper timeline for this
 - Which council will John's promotion be approved?
 - January? February?
 - However in accordance with the three month probation period once he is promoted
- 8.b. Transition and Training (From Nov RCM) – Ad-Hoc Committee
 - Tabled for February council
- 8.c. Committee-Based honorariums (From Nov RCM) – SoPhiA
 - Honorariums for Loyola Committee Co-chairs
 - Each co-chair will be paid retroactive to the start of their mandate
 - Each co-chair will be paid \$125 on a quarterly basis
 - So a total of \$750 honorarium for each co-chair
 - Each co-chair will be allocated \$50 on a monthly basis for their phone bill
 - Total of \$2700 allocated to Loyola co-chairs for their honorariums and phone bills
 - Total of \$1500 honorarium for both Loyola co-chairs
 - Total of \$1200 for phone bill expenses
- 8.d. Hiring of Interim Internal Coordinator (From Nov RCM) – Internal Committee
 - Motion for callouts for the internal coordinator position
 - Ideally in Montreal for the winter break?
 - January council
 - Candidates will present themselves and be interviewed by council
 - Up to internal committee to find a replacement (**PASSED**)
 - Filled before January council
 - Presenting the individual to January council
 - Callouts for the internal coordinator position to be done ASAP
- 8.e. Addressing the harassment policy and its ineffectiveness
 - Notwithstanding inadequate parts of the policy as a motion (**PASSED**)
 - Support with Gender and Advocacy center as well as SARC (sexual assault resources center)

- Having someone from these centers act as a representative is a current problem
 - Gender and advocacy center cannot act as a support role
 - SARC is TBD in this regard
 - But will not be withstood if they cannot act as a support role
- Consulting on campus resources in our policy revision
 - So clear cut relations in the policy exist
- Using the judicial committee as means to support students?
- Hiring a consultant to act as a support mechanism?
 - What are the costs accordingly?
- Task force will come back with a policy revision done by February (**TABLED**)
- Anonymous complaints will be directed to the chair in the meantime as a short term solution

8.f. Executive Decree for making the mobilization coordinator a signing officer (**PASSED**)

9. Announcements & Question Period

- Submitting waivers for acknowledging and adhering to ASFA anti-harassment policy

10. Closed Session (CONFIDENTIAL)

10.a. Previous Legal

10.b. Recent Legal

10.c. Employee Performance Review

11. Adjournment

- 8:55 pm



Arts and Science Federation of Associations (ASFA)
Regular Council Meeting - 2020-01-17

Meeting minutes

1. Call to order

Chair calls the meeting to order at 6:00 pm.

Chair: Good evening everyone, thank you for coming out on a Friday evening. As usual, I'll start by reading the land acknowledgment. The Arts and Science Federation of Associations would like to begin by acknowledging that Concordia University is located on unceded Indigenous lands. The Kanien'kehá:ka Nation is recognized as the custodians of the lands and waters on which we gather today. Tiohtiá:ke/Montreal is historically known as a gathering place for many First Nations. Today, it is home to a diverse population of Indigenous and other peoples. We respect the continued connections with the past, present and future in our ongoing relationships with Indigenous and other peoples within the Montreal community. In recognition of our gathering on these lands, the Arts & Science Federation of Associations has made a donation to The Native Women's Shelter of Montreal (NWSM). We look forward to increasing our support and programs for Indigenous students and community members in the years to come.

2. Chair remarks and housekeeping

Chair: So I only have one housekeeping remark to get out of the way. I received a resignation letter by email today, so it wasn't to be sent out. I'm going to put it up on the projector. I'm just going to ask everyone to take the time to read the first page, and when everyone's done we'll move onto the second page. (*Silent reading time.*) Everyone's finished reading? Okay, excellent. This is just for notification purposes. If anyone wants to add this topic to the agenda to discuss, you can do that next. Well, not next - first, do any of the executives have any remarks?

3. Executive remarks

M. El Hebri: Okay, so I feel like I just need to give a little more clarification on some of the things that were said. So it's not any surprise that we're struggling and we've had some less than ideal dynamics. We've had our share of problems since September. I've tried my best to say when I was wrong and when I was hurt by the actions of others. From my understanding, Evan has done the exact same thing - I've seen him do that. How it was received was obviously not the same way that I had done it, and I just want to say that yes, I did talk to Evan about it, and I said that when people have a disagreement and things are brought up, when people are fighting, it's not only that one person's wrong. It's usually two people, and you need to apologize for your actions so the other person can apologize for theirs and you can move forward. And I don't think there's anything wrong with someone having to talk to you sometimes just to give you a different point of view, to allow you to reach the conclusion that you need to apologize; I don't think that apology should be taken more lightly than if he had just come to that conclusion himself. Also, we did have that session with Griffin, I just want to say that it was three hours after we had the session with Griffin that we got a call saying that if we don't resign we're going to be impeached, and after getting a call like that when you just went through something that you feel was a therapeutic session and starting to rethink what's going on... I did talk to Evan and I did say that Tori kind of knew about it before we even got the call, and I was a little suspicious about how she knew all this. And so that's where that came from for me, and I did apologize for that because I misinterpreted it, and therefore so did Evan; I don't want to speak for Janet. So I think we should just understand that if you literally had just gone over a bunch of stuff that went on during the summer that was not great, and then three hours later you get a call saying that you're going to get impeached, like, who would you be trusting? That's all I wanted to put out there, just to think about the situation that was going on when she's talking about the apology and the dynamics. And I really did feel that after that whole impeachment scandal that happened, that we were moving forward and building as a team, and I feel really bad that she didn't feel that with us.

4. Approval of agenda

Chair: Does anyone have any modifications or changes to the agenda? Additions, subtractions?

Speaker: Can we move ASFA-CSU elections up?

Chair: Yes, so we're going to shift 8a up into information and presentations because it's not actually business arising, it's informational. And then what I'll do is I'll just ask



Christiane, John, and Janet - are you guys okay if because they are guests, they go first?

V. Vidiera: I need to speak briefly before 7.

Chair: Okay, so we'll let you go, and then we'll let you guys go. Everyone's cool with that? Awesome. So we're going to do the Loyola Committee Report - it's supposed to be tabled, so it's a brief thing. Then we're going to do ASFA-CSU elections, and then we'll continue on with the agenda as presented. Everyone ok with that? I've also received another request to add a point, 8j. February Election Dates. You guys need to vote on those. The other thing is that Evan is arriving a little bit late, after his class. So some of these agenda points we may end up only covering after he arrives.

(Agenda is adopted consensually; no oppositions.)

5. Consent agenda (Annex 5a, 5b, 5c)

(Approved consensually; no oppositions.)

6. Information and presentations

a. Loyola Committee Report (Tabled to February)

V. Vidiera: This is just to let everyone know that all our Froshbite events are now live on Facebook, so if you can share the events with your students and promote them, especially our Après Ski event - we're kind of slow on ticket sales so we really need help from all our MAs to try and sell out the event. A third little point is that ASFA will be running a raffle and giving away four bundles to the events, so please participate in that contest in order to increase visibility and sales! This is ASFA's Frosh - even though it's organized by the Loyola Committee, we're all part of making this event a success. I'm open to questions if anyone has any Froshbite-related questions.

Speaker: What's the date?

V. Vidiera: Everything's Wednesday, January 22nd.



b. ASFA-CSU elections

C. Kalafatidis: Hi everyone, if you don't know me, my name is Chris, I'm the current General Coordinator at the CSU. This is Patrick.

P. Quinn: I'm the Academic and Advocacy Coordinator.

C. Kalafatidis: We are here because we received a request from ASFA's Office Manager - as you know, we use online voting and we have an account with SimplyVoting. We get a really good deal because we're paying for 35,000 students, as opposed to ASFA which is about 17,000 students. However, we... should we move into closed session?

Chair: You have to explain why it's closed session.

C. Kalafatidis: Well, I think it would be better to go into closed just so this can stay private, but I don't care, we can do it in open as well. It's not sensitive financial information, but if we're going to discuss the people we've been dealing with and those relationships, if we want to protect their identities it might be best to do it in closed.

M. El Hebri moves to go into closed session.

TESLSA seconds.

(Entering closed session; no oppositions.)

c. Executive Consul Report - C. Sakr

C. Sakr: Hey guys, I'm sorry I didn't send a proper report. I'll be sending it to Rory tomorrow at the latest. I was able to meet with executives this Wednesday, but Tori couldn't make it because of a last-minute emergency, but there are some important updates. The first and most important one is that Evan said that if we don't get an Internal Coordinator soon, he's going to resign, because he's just taking on too much in terms of the Internal Coordinator position. There was an issue with Councillors not reporting back to their MAs on what happens at meetings. I don't know how many MAs have had that problem, but he said he's



just been getting a lot of emails from MA execs wondering what's going on. You guys are here to report back to your MAs, even if you can't attend MA meetings, just send out an email just so Evan's not bombarded with emails all the time. General election dates chosen seem reasonable, but it will be up to you if you want to approve them. Also, Maryam mentioned that she found all the old harassment forms for the archive. If there's any questions I can take them.

TESLSA: At the December RCM, we talked about the Interim Coordinator, and we said that they can choose their own - so they don't need to present it to Council, they just need to present the person they choose and we approve or we disapprove. We don't need to do an interview process on the Council level. Am I wrong on this?

Chair: I put it on the agenda under business recurring, because when I went over the minutes, that was my understanding as well - that Internal Committee would do callouts and triage of a couple people, and if they had someone they wanted, they would then come to Council and Council would ratify it. I have it on the agenda as happening tonight. Does anyone know if someone is being appointed tonight?

C. Sakr: I'm hoping Evan just brings someone tonight. He said there were two people who are interested.

Chair: I'm a little confused, then, because I thought this was happening for sure, done, no longer a problem. But we'll see when Evan gets here I guess, if no one else has any information on it.

M. El Hebri: Internal hasn't met and we're only three execs right now, so it hasn't advanced as far as I know.

Chair: But the Committee was supposed to do that between December and now.

M. El Hebri: Well, the Committee hasn't met yet.

Chair: Okay, well, I have it on the agenda, so we can revisit the discussion when Evan gets here. Any other questions for Christiane?



TESLSA: One last question - why are MAs emailing Evan about Councillor things? Why aren't they just emailing their Councillor about it? I don't get that.

C. Sakr: I'm not sure either; I'm assuming maybe they're not aware that their Councillor is supposed to report to them.

TESLSA: Can't Evan just send an email telling them to ask their Councillor in that case?

Chair: These are also useful points to bring up at training for transition whenever we do training for incoming people.

Speaker: Can you give us a summary about the whole situation with Councillors not reporting back? I'm very confused about the situation in general.

C. Sakr: Evan said that he's getting a lot of emails from MA executives about things that ASFA Councillors should have reported to their MAs.

M. El Hebri: Also, there's just a lot of things that an Internal Coordinator does that Evan has had to take on on top of his job as General Coordinator. That's a lot of work.

Speaker: Sorry, that wasn't my question. I think a lot of Councillors are just confused about what's going on with the executives in general.

M. El Hebri: I can give you a run-down if you want. In the summer, there was division; there was a lot of high school drama and bullying and stuff that was going on. The executive team was not able to fully function properly. Then, this transferred into the fall semester. In August, we had a resignation, and then in September we had two resignations, and now we have another one. These resignations are due to the stuff that happened in the summer.

Chair: The executive is running short-staffed, Councillors are constantly changing so we get different people in here, and then they're not relaying what happens here back to their teams. So I would assume that the emails sent to Evan would be about decisions made at Council regarding ASFA stuff, so for example when we are holding elections - not nitty-gritty MA stuff. Most of the time, that would be because the person who was in the room while those



decisions were made never relayed the information. So people are just emailing Evan as the contact point within the ASFA executive.

d. Office Manager Report - J. Hutton

(Tabled to February RCM.)

e. ASFA Financial Update - J. Yang

J. Yang: Last time, we added Victoria and Fiona to get honoraria, so that's been added. The amount for by-elections has been redistributed. As of now, we've used about half of the ALS funds. For Social Committee, there's just the MA gala that still needs to happen now. Academic awards is going to be in May. Mobilization funds - TESLSA wanted to use theirs in order to mobilize for the strike happening.

TESLSA: Yeah, for Bill 21.

J. Yang: So if Mobilization Committee wanted to fund that, they could.

M. El Hebri: We donated the supplies.

F. Harrison-Roberts: Didn't we agree in Council that the by-elections money would be redistributed to MAs?

J. Yang: Not the whole \$9,000. Some of it will be.

7. Business recurring

a. Council meetings: Result of Doodle

Chair: Thursdays are still the day where most people are available. That being said, I've only had a maximum of 10 people respond to the Doodle so far - that doesn't even constitute quorum. So I'm asking you - should we continue with the status quo for now, or should we revisit this point in February?



LSSA: I was told when I became Councillor that I had to be available on Thursdays, so I think people need to be available on Thursdays if they want to be Councillors. Just saying.

JSA: It may have been helpful to put a deadline on the Doodle; maybe you'd get more responses that way.

M. El Hebri: I think we should move this Doodle up and come back to it next time.

b. Transition and training (from November RCM)

C. Sakr: So, ad-hoc committee had the task of putting together transition and training plans. The problem is, I'm the only co-Chair of the ad-hoc committee right now, since Brenagh resigned. I'm starting to burn out and I don't know how long I'll be able to keep this up for. It doesn't seem to me like anyone's very interested in keeping the ad-hoc committee alive. Nothing has happened since December at best, and I don't know if it's worth it to keep this going. Maybe the task of coming up with transition plans needs to go to another committee at this point. I don't know.

Chair: Was coming up with transition and training plans the only mandated point left for this committee?

C. Sakr: Yeah, and I feel like MAs can do a bit of their own transition preparation as well. And there could still be a retreat like last year.

M. El Hebri: Tori did just resign, and she would typically be the person that would help with the MA retreat.

WSSA: I know that it's been a bit difficult to keep the ad-hoc committee running smoothly. Aaron's not here, but I think they might be interested in helping out with getting the committee back up off the ground. But also, if these tasks can go to another committee, I don't know if it's really that important to keep it alive.

C. Sakr: Yeah, Aaron and Brenagh were two of the people most engaged in this process, but neither of them are here tonight.



F. Harrison-Roberts: I think ad-hoc and Internal Committee could work together to create the training plan. And yes, I agree that MAs can do some of their own work around this - I know for my MA, I'm currently working on a manual.

Chair: Christiane, do you want to propose shifting the transition and training plans mandate over to Internal Committee?

C. Sakr: I don't know. I don't want to make decisions on my own as a co-Chair. I wanted to bring this to Council to get input from all of you.

TESLSA: Does Internal Committee have the capacity to deal with this extra task right now?

LSA: I think it would be interesting to know how frequently and when your committee meets; that way, people who are interested know whether or not they're available to help out. I would personally be interested in helping out, but right now I'm not sure what the time commitment looks like or if meetings happen at a time when I can be available.

Chair: Is anyone here interested in being Co-Chair for the ad-hoc committee? Otherwise, Christiane can send out a Whentomeet in order to appoint from within the committee, and we can revisit this point in February.

M. El Hebri: Yeah, I'd say if this still hasn't moved in February, we can talk about other options then.

C. Sakr motions to table this point to February.

LSSA seconds.

(No oppositions.)

c. Appointments (as needed)

Investigative Committee (IC)

M. El Hebri: We received a resignation from IC. We actually have a replacement already, but she would rather not be in the seat full-time. She could function as



an alternate. For context, IC is only needed when there's a complaint, so the time commitment required varies quite a bit.

(No candidates at the moment; M. El Hebri asks to table the point to February.)

LSA: I think a callout should be made right away.

M. El Hebri: I can do the callout if you want me to, but I'd like the replacement to be a Councillor if at all possible. I'll do a callout for a Councillor if you'd like.

Daphne (MAL) self-nominates for a seat on IC.

LSSA wants to amend to allow Daphne to sit in the seat normally reserved for a Councillor.

C. Sakr seconds.

(No oppositions; Daphne is appointed consensually to IC.)

Student Request Committee

C. Sakr: Since I have resigned from this committee, we need to fill my spot. This committee meets every other week - I think so, anyway. I wasn't receiving any emails about it. When I was on the committee last academic year, we were meeting Friday mornings, alternating between downtown and Loyola.

George self-nominates for SRC.

(No oppositions; George is appointed consensually to the Student Requests Committee.)

d. Hiring of interim Internal Coordinator (from November RCM) - Internal Committee

Chair: What's going on with this?



M. El Hebri: We have candidates. Evan has spoken with two people who are interested in the position. We want to move forward with this, especially because Evan has been juggling the work of both General and Internal Coordinators since the previous Internal resigned.

Chair: Last Council, we gave approval to IC to appoint a candidate, and for us to ratify that tonight. So just to clarify, that hasn't happened yet?

M. El Hebri: No; we focused on hiring the elections coordinator and the CEO because we felt that was more urgent, and there hasn't been enough time to hire an Internal on top of that.

TESLSA: I'd like to postpone this discussion until Evan gets here.

8. Business arising

a. ASFA general elections.

E. Lee: The proposed dates for the general elections are as follows: Nominations will take place from January 27th to February 7th. Campaigning will take place from February 10-17, followed by polling from February 18-20. We've given an extra day for polling just in case any issues arise or a delay happens somewhere in the process.

Part of why the elections are being done in February is to facilitate transition - this allows a couple months for the new team to shadow us, learn the role, and fully transition into their new roles in order to hit the ground running when their mandate starts on June 1st. MAs should hold their elections within the month of March - I'll have more information on this for you at the February RCM.

HKAPSA: Let's say MAs want to hold their elections in February, or as soon as possible. Can we do it by general assembly in that case?

E. Lee: The general assembly thing was to be used as a replacement for by-elections if needed. General elections need to be done yearly.



M. El Hebri: Just to clarify, the specific timeline we're talking about now is just for ASFA executive elections.

E. Lee: Yes, exactly. MA elections operate on a totally different timeline.

F. Harrison-Roberts: If an MA decides to use a similar timeline for their elections, would we be able to put students who are elected in those positions right away?

E. Lee: Totally, unofficially they can work in whatever capacity is needed. I will say, we require that if your MA has a general assembly, we need to receive attendance, minutes, and any major decisions that were taken.

TESLSA: When will the next Council meeting be taking place?

Chair: On the second or third Thursday of February.

TESLSA: I was just wondering if we're going to know who's won by the tie the next RCM happens.

E. Lee: It's possible we could know by the 20th.

Daphne: Does it have to be an online vote even for MA elections?

E. Lee: Yeah, we've standardized it to online voting for both ASFA and MA elections. That's also why we've switched over to SimplyVoting, the same system the CSU uses; there are a lot less issues with that platform, so we should avoid a repeat of the issues we had last year.

WSSA: Are the MA election dates standard across all MAs, or do we choose that on our own?

E. Lee: Normally, the MA CEO will determine that for each MA. That's why you guys need to start looking for CEOs now. If you find one or two people who want to be CEOs, please let us know as soon as possible.

WSSA: So in terms of minutes and GA attendance - do you want those from just this year or as much as possible?



Chair: I would send as much as you can; check in with John to see what ASFA already has.

LSA: I'm a little confused - when do MAs have our elections?

E. Lee: Just as long as you get it done within the month of March, that's fine. You can do them in February if you want, but let me know in advance if you decide to do that so I can prioritize setting yours up over MAs who are doing theirs in March.

LSSA: Can Councillors take on election roles as well?

E. Lee: We want to avoid conflicts of interests. That's really up to Council, however. I'm not 100% certain if we can do this as a last resort.

Daphne: So when is the time period for by-elections?

E. Lee: We scrapped by-elections for this year in November, and MAs were given the option of having GAs instead.

TESLSA: When a new executive is chosen, would they be taking on the role then and there, or would it be postponed until the beginning of their own mandate? Legally, the mandate doesn't start until June 1st, but given how understaffed ASFA is I would prefer for those filling the vacant positions to start right away if possible.

HKAPSA: Can't we as Council make them interim for their position until the start of their official mandate?

E. Lee: Yes, that's absolutely an option.

E. Lee motions to approve the general election dates as proposed.

HKAPSA seconds.

(Motion carries unanimously; no oppositions.)



b. Office Manager Contract Follow-Up (Tabled to February)

c. Griffin Payne Pilot Project Timeline - E. Lee

M. El Hebri: Currently, the executive all gets along and there are no major issues. I think we could proceed with phase 2 of Griffin's project at this point and ask him to come and present a new proposal. We could apply for CCSL funding to go toward this - that's why we need a decision today, because the deadline for that is coming up. This would also take a load off our exec team and be productive for the future.

Chair: So for context, when Griffin came to present the results of phase 1 at the November Council meeting, there was a lot of chaos within ASFA at that time and he said he wanted to wait until the dust settled before working with us again.

M. El Hebri: I think the dust has settled at this point. My proposal is that we move forward with phase 2. Griffin wanted to come up with a training plan for transition, which I think would be very useful for us going forward.

F. Harrison-Roberts: Wouldn't that also conflict with what ad-hoc is doing?

Chair: Griffin's a consultant; I imagine he would work alongside the people already doing this, in other words the ad-hoc committee.

M. El Hebri: He would actually be coming up with a plan for us going into the transition period, and also talk to all the MAs.

Chair: He definitely wants to focus on the transition and developing tools we can use year after year. I think we need to have Griffin send us an updated proposal and decide whether or not to move forward.

M. El Hebri: Exactly. We just want approval from Council to get the ball rolling again, and to apply for the CCSL funding.

LSSA motions to support moving forward with asking Griffin to present a new proposal.



Linguistics seconds.

TESLSA: To be perfectly honest, I don't know if we're even past the cooling point yet. With the Internal Coordinator position not being filled, and Tori having just resigned, I think we still need to fix a couple of things before we move forward.

Chair: We can't move forward with the actual project until February anyway; Griffin would need to present a new proposal for you to vote on.

M. El Hebri: I want to stress that it's also about being able to apply for CCSL funding before the deadline.

(Motion carries unanimously; no oppositions.)

d. Update on sexual harassment policy (SARC/CGA)

M. El Hebri: I spoke with SARC before the holidays, and they said that yes, they're still on board to be included in our policy. I've emailed them to see if they can take complaints for us, and they said yes. So if it's sexual harassment, students can file through SARC. Other forms of harassment have to go through IC. In terms of anonymous complaints I spoke to IC, and they want anonymous complaints to go through them for now.

TESLSA: I thought one of the biggest issues was that there could be a conflict of interest, for example if the complaint is about someone on IC. I thought that was why we decided last time to take anonymous complaints through the Chair.

M. El Hebri: So when I spoke to IC, what I got back was that it should go through them. But if it's a conflict of interest, Council can always decide to keep going through the Chair for now. It's ultimately your call, I'm just the messenger.

Chair: I just want to state for the record that I have received an anonymous complaint since the motion was approved in December, and can continue to accept these if that's what Council chooses. Just want to be fully transparent on that.

M. El Hebri: Council can make any decision they want, I'm just relating back what IC has been saying.



TESLSA: We're not getting another option. So I think if the complaint is about someone who's in IC, we should keep going through the Chair for now. If IC doesn't want it sent to the Chair, they need to give us an alternative we can use in cases where there could be a conflict of interest.

M. El Hebri: I think we should leave it as is for now and come back to it in February. In terms of the policy revisions, we haven't been able to meet yet.

Chair: I received an email from someone who was concerned about a rumor they had heard about the policy being cancelled in December. I just want to reiterate it now for the minutes: The only thing we lifted from that policy is the referral through CGA. The rest of the policy stands.

e. Referendum(s) - E. Lee

E. Lee: We need to decide if we're going to have a referendum question about a fee levy increase. This is important timing because I need you guys as Councillors to go back to your MAs to talk about what you would do with a larger budget, and then go out and talk to your students about why this is important. I need you guys to be committed if and when we come out with the referendum question. We'll email that out to you guys. Start talking to your students about the importance of this! We should be framing this question as, "What could you do with more funding?" Be very specific so students understand exactly what this fee levy increase would go toward.

LSA: What is the current amount of our fee levy, and how much would we be increasing it by?

J. Yang: It's currently \$1.22 per credit, and the increase is something we'd have to discuss.

E. Lee: If we do this right, we can implement a gradual increase over several years so that we don't have to propose a new increase for the next little while.

LSA: When was the last fee levy increase? Always important to be able to position this for students in order to justify it.



Chair: It's been a while, and it's been a while that we've been running on the same budget with an increasing student body. I think John would have easy access to this information.

LSA: We should also include inflation in the cost of life and current market.

E. Lee: This is just a heads up for now; if all goes according to plan, we'll have something solid to bring back to Council in February. Also, if MAs have specific referendum questions to propose for your own elections, please send them to me as soon as possible!

f. Academic Journal - E. Lee

E. Lee: Yeah, so I wanted to ask - what's going on with Academic stuff at the moment?

TESLSA: The next Committee meeting is next week; we're doing a meeting before the next Faculty Council. A Steering Committee meeting just happened recently. We finally got people into Curriculum Committee, so that's going to be moving along. Need to work on academic awards as well.

E. Lee: Are you guys able to take on the Academic Journal as well?

TESLSA: If it's part of the Academic Committee's mandate, we'll take care of it.

E. Lee: How many are you now on the committee?

HKAPSA: You can also bring in a separate team of editors if you'd like.

E. Lee: Yeah, that brings me to my next question. Do you want to make a call out for a separate editing team?

TESLSA: We'll discuss it at the meeting on Thursday and I'll get back to you.

g. General Assemblies Quorum - E. Lee

Motion on General Assemblies



WHEREAS the current quorum for holding General Assemblies is 4% or have 15 members of the member association

WHEREAS for large student programs, holding a general assembly with 4% of the student population may be difficult and result in no quorum

WHEREAS booking classroom and booking spaces has increased in price making it harder to access larger spaces

BE IT RESOLVED THAT the new threshold for holding General Assemblies be set at (amended to add: "the greater of") 2% or 15 members of the member association

BE FURTHER RESOLVED THAT MAs submit the minutes, attendance list, and decisions to ASFA for record keeping purposes

BE FURTHER RESOLVED THAT MAs must provide a 2 weeks notice in advance for their general assemblies.

BE FURTHER RESOLVED that this be adopted by all MAs and will supercede their by-laws and/or constitution.

TESLSA: I'm confused about why it's not just a minimum of 15 people for all MAs.

C. Sakr: I think it's a matter of representation; 15 people isn't necessarily representative of an MA that's much larger.

J. Yang: Can we amend to "the greater of" 2% or 15?

TESLSA seconds.

(Motion carries as amended; no oppositions.)

h. Executive Consul Mandate Revisions - Policy Committee

ASFA ALTERNATE CONSUL POSITION



Presented by Policy Committee

WHEREAS consul may not be present for an exec meeting

WHEREAS consul may leave or resign from their position

WHEREAS an incoming consul may not be up to date on matters being discussed

BE IT RESOLVED THAT as a consul is chosen for the academic year, an alternate consul is chosen to be present when consul cannot be at an exec meeting or replace them permanently if they leave or resign

BE IT FURTHER RESOLVED THAT the primary consul must keep the alternate consul up to date in the event they may need to be present for a meeting

BE IT FURTHER RESOLVED THAT the alternate consul also remain for the entire academic year and preceding summer

BE IT FURTHER RESOLVED THAT if the alternate consul becomes the primary consul, a new alternate consul is chosen as well

BE IT FURTHER RESOLVED THAT this will be added in as the new "article" 68 in the bylaws

HKAPSA: Basically, because Consul is such an important role, I think we need to have a safety net in case a Consul leaves abruptly.

LSA: Kind of like an assistant Consul?

HKAPSA: No, it would really be just a standby; a person who isn't the Consul but who is available as an alternate and ready to jump into the role if the Consul resigns.

TESLSA: So when you say entire academic year, you mean they would be appointed at the beginning of each mandate?



HKAPSA: That's right. When we choose a Consul, we'd also appoint the alternate Consul.

HKAPSA motions to approve the motion.

ComsGuild seconds.

(Motion carries.)

Chair: We can take candidates for the alternate now if anyone is interested. Christiane, do you want to say a few words on what the position of Consul entails?

C. Sakr: Consul is Council's representative to the executive. You're basically Council's eyes and ears into the day-to-day of the execs. You also chair executive meetings.

(No current candidates; appointment tabled to February.)

i. ASFA mailing lists for newsletters - USAT

Chair: Is there a USAT representative today?

USAT: Yes, but I don't know anything about this point.

Chair: Have other MAs received their list of students?

WSSA: Our General Coordinator is submitting the forms to get it from the Dean of Students, but we've never received it from ASFA, so as of now we've been going through the departmental advisor to send emails to our students.

JSA: Yeah, we've also been going through our department.

J. Yang: Usually you have to wait like two weeks for the Dean of Students to get back to you, and there's also the add/drop deadline coming up.

M. El Hebri: I remember Evan saying he's been having some difficulties with regard to the mailing lists from the Dean of Students' end. I just messaged him to



clarify, but I do think there's a situation going on with the Dean of Students - Evan's already been following up on it and taking care of it. Can we just leave it the way it is for now?

F. Harrison-Roberts: Could we maybe add that specific job to the Communications Coordinator's mandate?

Chair: It's already part of that mandate; we just had someone resign from the position this year, so the task wasn't done. Unless anyone is opposed, let's go into closed session now to ratify an IC decision since Evan isn't here yet and we need him for the remainder of the open session points.

(Entering closed session; no oppositions.)

9. Announcements & question period

F. Harrison-Roberts: So since Tori resigned, is the MA gala still taking place? Does Social Committee still have the capacity to organize this?

TESLSA: Honestly, we haven't had a committee meeting in over four months. But if there's only one event left, we can absolutely take care of it.

M. El Hebri: There's also the MA retreat that still needs to be organized. I would be happy to work with Social Committee on the MA retreat.

F. Harrison-Roberts: I chatted with Victoria, and we'd be more than willing to help out with the MA gala if that's needed.

E. Lee: I say hell yes to that.

LSA: To be honest, I didn't even know who Tori was. I think it would be great if the executives could take the time to introduce themselves at the beginnings of Council meetings - especially since there are often alternate Councillors and Members at Large in attendance who may not have been at prior meetings. It would really help to be more familiar with who actually does what on the executive.



Chair: That's a very good point, I'll mark that down - that's actually the purpose of the Executive Remarks agenda point, so I'll ensure that takes place from now on. Are there any other announcements or questions before we adjourn?

F. Harrison-Roberts: I just want to remind everyone that Froshbite is going to be taking place at Loyola campus on January 22nd (this coming Wednesday). It's an all-day event - we're having morning coffee, outdoor activities in the afternoon, and then an "Après Ski" event at the Hive in the evening. Please swing by if you can, and invite your friends!

M. El Hebri: Task Force will be meeting next week. This meeting is really important because we need to finalize the revisions to the policy.

WSSA: WSSA is doing our subversions journal again this year! The theme this year is Nostalgia - if you have any writing, art, you can submit it to subversions.concordia@gmail.com. If you can also send an invite to your students, that would be great!

10. Closed session (CONFIDENTIAL)

a. IC Decision for Ratification

The Investigative Committee decision is ratified unanimously. *(No oppositions or abstentions.)*

b. Ongoing legal

AHSCSA motions to allow **M. El Hebri** to fill the negotiation position alongside **E. Lee** in the ongoing legal case.

JSA seconds.

(The motion carries unanimously; no oppositions or abstentions.)

(Exiting closed session; no oppositions.)

11. Adjournment

**ARTS AND SCIENCE
FEDERATION OF ASSOCIATIONS**
2070 RUE MACKAY, EN-400, MONTREAL, QC H3G 2J1



Chair adjourns the meeting at 9:24pm.



Arts and Science Federation of Associations (ASFA)
Regular Council Meeting - 2020-02-13

Meeting minutes

1. Call to Order – Roll Call and Excusals

Chair calls the meeting to order at 6:08 pm.

Chair: As usual, I'd like to begin with the land acknowledgment. The Arts and Science Federation of Associations would like to begin by acknowledging that Concordia University is located on unceded Indigenous lands. The Kanien'kehá:ka Nation is recognized as the custodians of the lands and waters on which we gather today. Tiohtiá:ke/Montreal is historically known as a gathering place for many First Nations. Today, it is home to a diverse population of Indigenous and other peoples. We respect the continued connections with the past, present and future in our ongoing relationships with Indigenous and other peoples within the Montreal community. In recognition of our gathering on these lands, the Arts & Science Federation of Associations has made a donation to The Native Women's Shelter of Montreal (NWSM). We look forward to increasing our support and programs for Indigenous students and community members in the years to come.

2. Chair Remarks & Housekeeping

Chair: In terms of remarks, I have very few. I've received three excusals from Councillors because of midterms. If there are no oppositions, we can just go ahead and approve those consensually. *(All excusals are accepted consensually; no oppositions.)*

3. Executive Remarks

M. El Hebri: I just want to remind everyone that there will be mobilization meeting dates posted on the MA forum for upcoming Bill 21 and climate justice events. We also have a guest from the CSU here today that's going to talk to us about Bill 21 stuff a bit later on in the agenda.



4. Approval of Agenda

Chair: Does anyone have modifications to make to the agenda for this evening?

C. Sakr: I'd like to move point 7a. Transitions and Training into my point in 6b. These can be part of the same point.

TESLSA: I'd like to add Curriculum Committee under point 7c. Appointments.

Chair: I've received some other requests for additions and modifications to the agenda as well. Bill 21 will be covered under 6e. IC will be covered under 10c. We'll shift around the points under Presentations to give our guests the priority.

(Agenda adopted consensually; no oppositions.)

5. Consent Agenda – (Annex 5a, 5b, 5c)

6. Information & Presentations

a. ASFA Project Proposal – G. Payne

G. Payne: Hi everyone, my name is Griffin Payne; my background is in Human Systems Intervention. One of your former execs, Maggie Rolland, initially got in touch with me because she wanted to start a project where we work on internal issues within ASFA. During those initial stages, I started having preliminary conversations with people all throughout the system - MAs, execs, etc. My first Council was in Feb 2019, and the first phase of the project was approved. That proposal ended up shifting scope due to some chaos that was happening within the organization at the time I started. As a result of that, my focus shifted to working directly with this year's executive team. I did a round of interviews with everyone on the team, and had a four-hour session around team building. The intention behind working directly with the exec team from May-November was one I needed data, and I was also bridging data from my initial conversations throughout the network with the interviews. I put together an initial assessment of the organization, and I came to the Council meeting in November to present the Phase 1 results. There was lots of turmoil back in November, and we needed a cooling-off period before proceeding with the project. I am back now after the execs reached out to me to present a new proposal. Any questions so far? We've been on a whole journey together.



I want to share with you some of the surface-level “symptoms” that came up during my initial assessment, and talk to you a bit about my proposal for Phase II. The heart of my work is to build capacity within the system, so that you are better equipped to tackle problems that arise. Any questions so far about what I'm proposing? Are there any things you would like to know in order to help you make a decision about moving forward?

(Presentation.)

TESLSA: For the three-person team you're proposing, what would be their role? What would the time commitment be like?

G. Payne: How it's worked so far was once every other week, and then having check-ins over the phone as-needed, just in terms of updates, room bookings, or other specific things we needed to discuss or deal with. If there's a session coming up there's usually a little more contact, just in terms of logistics.

TESLSA: Would you be meeting the three-person team all together, or would it sometimes be meetings with the three people separately?

G. Payne: Ideally all together as much as possible. What's good about a three-person team is that things come up, so you have two other people that can relay the information in case you can't make it to a given meeting.

b. Executive Consul Report – C. Sakr

January 2020 Consul Report

Christiane Sakr, ASFA Consul

It is my pleasure to be appointed as ASFA's consul! I hope to work more efficiently and closely with the executive to ensure that we meet regularly that everyone's on track, held accountable, and fulfilling their roles to the best of their abilities.

An executive meeting was held Wednesday January 15th

➤ Met with Mobilization Coordinator (Maryam El Hebri), General Coordinator (Evan Lee), and Finance Coordinator (Janet Yang)



- *Student Life Coordinator (Tori Smith-Ayotte) could not make it due to a last minute emergency*
 - *Did message me later to inform me on her resignation from her position as Student Life Coordinator*

Executive updates

- *Election dates have been picked out by Evan and just need council's approval*
- *Old harassment waivers have been found and will be archived, however, MAs who have still not turned in all of their waivers are at risk of getting their budget frozen*
- *Finances are all on track*
- *Investigative Committee will be meeting with SARC to update their policy*
- *Maryam wanted to know how to go about writing a statement against Bill 21 so I referred her to ASFA's statement from last year that council had approved*

Executive Comments & Concerns

- *Evan expressed concerns about ASFA Councillors not telling their MAs about what goes on at council*
 - *Kept receiving emails from MA executives asking him about things that their councillors should have informed MAs on*
- *It has been hard to get councillors to be appointed onto committees, seems like it's not easy to commit the time*

Events

- *FROSHBITE will be taking place January 22nd*
- *Academic journal is still to be discussed with Academic caucus to see if it will be worked on*

February 2020 Consul Report

Christiane Sakr, ASFA Consul

As appointed co-chair for the transitions ad-hoc committee, it was a bit of a struggle getting everyone to meet. I had posted the when2meet twice in the ASFA forum but only 3 people, including myself, had filled it out. I realized a little too late that I should have sent the when2meet to the chair so that it could be forwarded to all member association executives and hopefully increase responsiveness. I'm proposing instead that a google form be sent out for MAs to fill out where they can fill out what/how they want to see MA executive training and transitions be carried out. This would include what types of workshops people would like to see at the MA retreat.

An executive meeting was held Thursday, February 6th.

- Met with Mobilization Coordinator (Maryam El Hebri), General Coordinator (Evan Lee), Finance Coordinator (Janet Yang), Office Manager (John Hutton), and Loyola Chairs (Fiona Harrison-Roberts and Victoria Videira)*
- Internal Coordinator (Daniel Amico) resigned before having the chance to attend an executive meeting*
- Griffin Payne was also there to give a preview of what he will be presenting at February council*

Executive updates

- Evan had multiple updates for policy committee and ASFA policy in general
 - Policy committee has been working on a referendum question for a fee-levy increase*
 - An update to executive positions and committees needs to be made**
- Janet is going to be working on the elections budget with John*
- Maryam shared updates on the investigative committee and mobilization committee
 - SARC would not be accepting anonymous complaints but the legal consultant would**



- *Mobilization committee will be working on funding LPSU workshops, meeting with associations from other universities regarding Bill 21, and black history month*

Executive Comments & Concerns

- *General concern over lack of interest from council to be more involved with ASFA affairs*
 - *i.e. not many people volunteering for appointments*

Other updates

- *John is working on applying for grants for ASFA, briefly mentioned his contract, and contributed to the discussion of the referendum question for a fee-levy increase*
- *Comms is a little behind schedule due to the social media clerk position being filled and dropped multiple times*
- *Fiona and Victoria discussed the success of FROSHBITE as well as upcoming events.*

C. Sakr: In terms of the ad-hoc committee, I sent out a Whentomeet for the next meeting to which only three people responded. This is partially my bad as well - I should have sent it to Rory to send out to you guys. That being said, I have another idea that might work better: I'd like to propose doing a survey or Google form on transitions and training, that could be sent out to all MAs, where you can provide feedback on what you want to see, any documents you think would be useful to have, etc. I know Maryam had some interest in working on that as well.

(No further questions or comments.)

c. Office Manager Report – J. Hutton

J. Hutton: There are two things I want to briefly discuss tonight, the first being furniture and office space for MAs. A couple months back, I had asked MAs to send me their “wishlist” for any furniture or other office things they’d like to have. The CSU has a fund specifically for student spaces. Once everyone has sent me what they would like to have in their spaces, I’d like to present a proposal to CSU Council to receive funding for this. It



would be really great if some of you, or other MA execs, could be present at that meeting in order to speak on why this funding would be helpful to your MA.

C. Sakr: So I'm on CSU Council, and I just want to emphasize that physically being at the Council meeting is very important when it comes to asking for funding. They are much more likely to grant a funding request if a bunch of people are physically present to show that they care about it.

LSA: We shared a space on campus for Linguistics and Classics; Linguistics filled out the form in the name of both our associations. Our access to our current space is now being threatened. We can fill it out again if we end up having to get a new space.

E. Malorni: Does everyone here know that their space is secure and that Concordia will not take the space away from them? If not, I would recommend finding out because that could become an issue in the future.

J. Hutton: I do know that if you're an accredited association, the university has to give you some kind of space. If you're unaccredited, you're more at their whims, so to speak.

Chair: Anything else for tonight, John?

J. Hutton: There's just another little point I want to address tonight. We'd like to create a little archive of MAs' journals in the ASFA office - so if you can get us a copy of this year's journal, or of last year's journals, that would be great!

d. Loyola Committee Mid-Mandate Report - Victoria and Fiona

(Document 6d in doc pack.)

F. Harrison-Roberts: Since we were under-budget for Froshbite, the remaining funds will all be going toward the spring formal costs, which has a pretty large budget, as you will see.

TESLSA: Can you just go back to the way you distributed the 170 tickets for the spring formal? Okay, so what exactly is the early bird pricing?

F. Harrison-Roberts: These are 40 tickets that will be sold much earlier. If they don't sell, the remaining tickets will be put back into the general pool of tickets.



E. Malorni: I just want to say that Victoria and Fiona are two of the best people I've ever worked with. I cannot thank them enough for what they've done.

LSA: I just wanted to follow up on something you said last time. Last time you mentioned that we're still waiting on receipts from the frosh revenue. Are there any updates on that?

M. El Hebri: Oh, that's not even with them. But yes, we did get those receipts.

e. Bill 21

M. El Hebri: We want to give you guys an update on what's happening with Bill 21 stuff. There's going to be a march on the 21st of March (Saturday). We're not 100% sure if we're going to be striking. We're working with all of the other universities to organize around this. If we do want to do departmental strikes, we need help from MAs to mobilize your students. At the very least, we want to get people out to the march.

E. Malorni: I was contacted by SSMU at McGill... they had this crazy idea about organizing a strike around Bill 21. Obviously we didn't have the capacity to organize something that big in a very limited amount of time, but I still think it's important that we continue to organize around this issue. This bill obviously affects a whole range of people. Reach out to your MAs, organize within your MAs and we'll spread the word. I'll also be going around the other faculty associations at Concordia to try to get them involved.

M. El Hebri: I'm going to leave this paper up here; if you or someone else in your MA wants to be involved, leave your email here. We are going to have weekly meetings - you don't have to show up at every one, but try to be there whenever you can. Once we get everyone's emails, we'll send out a Whentomeet to schedule a meeting time that works for everyone.

E. Malorni: Also, keep in mind that from now until March 21st is only like a few weeks.

CRSA: What's the goal? Is it to strike or boycott?

E. Malorni: It's going to depend on the feedback we get from our students and the other schools. Depending on what students want to do, that will determine the goals and direction of the campaign.



LSA: What's the goal of these protests? Wasn't there a public consensus around Bill 21?

M. El Hebri: Even if there was a "public consensus," Montreal is very different than the rest of Quebec, and regardless, I think we still have the right to protest something if we disagree with it.

TESLSA: Are our public statements going to be written by all four schools together?

E. Malorni: It will probably be written by one school but signed by everyone.

7. Business Recurring

a. Transition and Training (From Nov RCM) – Ad-Hoc Committee

(Moved into point 6b - Executive Consul Report.)

b. Office Manager Contract Follow-up (Tabled to March)

c. Appointments

i. Fincom

J. Yang: We meet once every two weeks to deal with SPF requests or policy changes. Meetings last two hours max, and there's free food.

Karen (Independent Councillor) self-nominates.

(Appointed consensually.)

ii. Internal (1 seat open)

E. Lee: Internal Committee meets especially for election stuff and bylaws. If you want to understand the nuances behind ASFA's rules and regulations, it's a great committee to get involved with. We usually meet every other week, but it might get a bit busier if there are lots of bylaws being proposed. If you join, I really need you to be there for meetings.



(No candidates at this time.)

iii. Alternative Consul

Chair: So this was discussed in previous meetings. When the Consul can't be present for a meeting or needs to resign unexpectedly, we need an alternate who is able to step in.

C. Sakr: The essence of the Consul position is that you just ensure that the execs are doing their jobs and that nothing sketchy's going on. It's just to hold them accountable. It's an oversight position.

Jude self-nominates.

(Appointed consensually.)

iv. Curriculum committee

TELSA: Meetings happen once a month, always at Loyola. We vote to approve proposed changes to the curriculum or to specific classes, prerequisites, etc. It's important for students to be there. The only problem is that we're heavily outnumbered – I need a second student with me so Mondays or Fridays at 9:30 or 2:30. You don't always have to be there for every meeting - it's helpful even if you can only make it occasionally.

Fiona and **Diana** self-nominate.

F. Harrison-Roberts: I think I would be a good fit; I'm currently going through issues in my own program. I know what it's like to have your curriculum be very messed up.

Diana: I think I would be interested because I have had issues with curriculum stuff in my own program. I've noticed how 200-level classes are a bit too straightforward sometimes, and then it gets really advanced really fast. I'd love to have the opportunity to advocate for students and increase students' engagement with their academics and curricula.

(Fiona is elected by majority vote.)



Chair: There's an appointment point that needs to be done in closed session.

(Entering closed session.)

Duly motioned and seconded. (Passes by majority, 1 abstention.)

Olivia self-nominates into the main position.

C. Sakr self-nominates as the alternate.

(Both nominees are appointed consensually.)

(Exiting closed session.)

Jude self-nominates for internal committee.

(Approved consensually; no oppositions.)

d. Interim Internal Coordinator (From Nov RCM) – Internal Committee

E. Lee: For those of you who don't know, the ASFA exec has been very understaffed throughout this whole year. Among other things, we have been without an Internal Coordinator. I have been doing the job of two executives for basically the entire year. That's why we wanted to possibly hire an Interim Internal Coordinator. However, I have no update on this this evening.

e. Interim Student Life Coordinator – Internal Committee

E. Lee: No updates on an Interim SL Coordinator either.

f. Update on Sexual Harassment policy – Mobilization Committee

M. El Hebri: It's getting finalized. We'll talk about it more at the RCM. In the meantime, LSA and CCSA have created a Charter of Conduct for use in their own spaces.

E. Lee: I want to talk about the Charter just briefly. We're in the process of updating our anti-harassment policy, but as Maryam mentioned, Linguistics and Classics took the initiative of creating a Charter of Conduct specifically for their student spaces. We



thought this was a great idea, and we talked to CCSA and LSA about maybe having other MAs adopt a similar policy. This would allow MAs to handle minor complaints on their own.

M. El Hebri: We've talked about it with Task Force, and to have every MA adopt this as a policy, it would need to be put as a referendum question.

LSA: We've actually had a couple of incidents that have prompted us to do this. For example, the behavior of one of our students bothered a lot of people, but it wasn't severe enough to make an official complaint through ASFA. This way, we can talk to the student, give them a soft warning, but not necessarily go through an entire complaint process if it's not necessary. It also gives new students a heads up on what is acceptable and not acceptable. It's not meant to be an anonymous complaint channel. If anyone wants to see what the Charter looks like, our office is at H-400.1.

g. Academic Journal Information Update

E. Lee: ASFA usually does an annual academic journal. Are people interested in picking this up?

TESLSA: We're hiring for an editing team. A separate team will be editing the journal and closing the articles, Academic Committee will simply approve it.

E. Lee: This will be open to all Arts and Science students. If you can think of anyone who's interested, have them email academic.

HKAPSA: Just keep in mind, we should find folks who are actually good at editing. At the end of the day, we still want it to be a good journal.

JSA: If you're looking for people to participate, is there already a callout? What is the process?

TESLSA: I'll make a callout on the MA forum.

E. Lee: Our backup plan if we can't figure out the journal for this year is that the Loyola Committee is having a poster session, and we'll just make a journal with the summaries of those projects.

M. El Hebri: If that ends up being the case, we'll also make sure we get a copy of it to edit over the summer.

8. Business Arising

a. Polling Clerk Compensation – J. Yang

(Motion text.)

J. Yang moves to adopt the motion.

E. Lee seconds.

E. Lee: When we were making the budget we didn't account for this properly, and it adds up to a lot of money that we can't really afford right now.

TESLSA: How many hours do they work in a day?

J. Yang: They typically work 9 am-6 pm.

TESLSA: That's less than minimum wage for that amount of hours.

LSA: Is there a possibility of getting funding from some other source in order to be able to pay them more? Did we account for the money left over from by-elections?

J. Yang: Yes, that's already been taken into account.

GUSS: Is there any way of shortening hours or hiring less people?

E. Lee: This is dependent on the discretion of our elections person. There are a lot of questions up in the air right now.

GUSS: I just don't feel comfortable making a decision where I feel like we don't have all the information, especially when it's a decision that involves paying students \$50 a day.

TESLSA: If it becomes possible to pay them more, we should add explicitly in the motion that we will do so. I'd amend the motion to add that if it's possible to increase their wages, or if we find enough money or hire less clerks, we would do so. The total budget will be divided among polling clerks, down to a minimum of \$50 a day.



LSA: I'm almost more comfortable calling it an honorarium if it's going to be that low.

F. Harrison-Roberts: Yeah, can we just make it an honorarium this time around and make sure to allocate enough money toward it in the next budget?

(Text of amended motion.)

(VOTE: Motion carries by majority, with 2 abstentions.)

b. Griffin Payne Pilot Project Proposal – E. Lee

E. Lee: So as Griffin was saying, we contracted him last year. My predecessor reached out to him about putting together a transition and teamwork project. This project is there to facilitate and get the ball rolling for the transition process to run a lot more smoothly this coming year. As it stands, there are still lots of issues within the organization - I would like to mitigate that and provide a way for people who want to get involved with this organization to be successful. This project is going to work toward that.

LSA: This would be coming out of what budget line?

E. Lee: Currently I'm asking for CCSL funding and Experiential Learning Grant. There are many options available for us to. We could also potentially use leftover SPF funds at the end of the year, if it comes down to it.

TESLSA: How will we be deciding who gets onto this three-person committee Griffin was talking about? Is there a callout? My concern is, what if the person leaves after a couple of months?

E. Lee: This is an ideal situation; a way for all the branches of the organization to be involved. We've talked about including another couple of people as well as a "buffer" in case people drop out or can't make it to meetings frequently - it doesn't have to be limited to just three people.

TESLSA: Is there a way we can prevent people from dropping out after a month or two? I just feel like this has been happening a lot.

Chair: You can't really. We just have to hope that they'll be responsible.



LSA: Would we be voting on this three-person team tonight?

Chair: My recommendation would be to do some callouts and come back to this point in March.

LSA: I definitely am interested in the MA exec position.

E. Lee: I could potentially be a part of this team as well, as I'm not seeking re-election.

M. El Hebri: I move to approve Griffin's proposal and move forward with the project.

E. Lee seconds.

(Approved consensually.)

c. Referendums Update – E. Lee

E. Lee: ASFA is currently working on a referendum question for a fee levy increase. Right now, ASFA has not had a fee levy increase in the past ten years. This is a problem because our student population has grown substantially, and our budget has not. This means that ASFA currently does not have enough money to provide to our MAs. *(Fee levy document with additional details is presented.)* Being an ASFA exec is actually quite a bit of work – I've had a bit of a unique situation this year, where I've lost half my team. I've been doing two people's jobs, which puts a lot of stress and strain on a person. The extra \$22,000 we would have could be used for increased SPF, scholarships for students, paying our employees a living wage, and/or as a contingency fund. I know that was a lot of information – I'd take any questions you have.

E. Lee moves to adopt the third referendum question, asking for a \$1 increase to the ASFA fee levy.

LSA seconds.

TESLSA: How are we going to get a \$1 increase approved if we couldn't even get an \$0.18 increase approved in the past?

E. Lee: In the past, ASFA has not had a proper campaign for this. I plan to ensure that we properly go out and engage with our students to inform them of the concrete ways in



which a fee levy increase would benefit them and their MAs - framing it as, "What would you do if you had more money?"

M. El Hebri: We need your help as MAs to really push this. This can't just come from execs, it won't be successful.

TESLSA: Isn't there also a campaign right now to opt out of fee levies?

E. Lee: That's done already, that was actually for by-elections at the CSU and it got passed. However, this doesn't affect ASFA as a faculty association.

(VOTE: Motion carries with 3 abstentions.)

d. MA Election Dates – E. Lee

E. Lee: Referenda are usually a means to get change within any democratic organization. If there are things you want changed, you can hold referenda as MAs. I already sent out a large email about this to every MA executive. Any binding change to your bylaws as to go through the referendum process. So, moving on to MA election dates – MA elections will be starting on the second week of March. Nominations will take place from Monday, March 9th to Friday, March 13th. The campaigning period will take place from March 16th-20th. Finally, there will be three days for polling, so March 23rd-25th. These dates are standard for every MA this year. This just ensures it will be less hectic for our elections person to manage. Voting will be done entirely online, through Simply Voting. There will be polling stations set up as well. Also, next week, starting Tuesday through Thursday, it's going to be the voting days for ASFA executives - so make sure you guys get out there and vote!

One last thing: If you want to do referenda, you have to tell your MA CEO 10 days in advance. They have to have a copy of the question, and ASFA also internally needs to review these things to make sure it all conforms to our policies. You need to let me know now if you want to do referenda. If you have any questions about elections, you can email me or the CEO.

LSA: My understanding was that we would have two days for polling, but there are three days here.



E. Lee: I'm setting an additional day for polling so that you have quorum for your elections. This has been an issue in the past. That can put your status as an MA in jeopardy, and we want to avoid that.

TESLSA: Okay so just to clarify, if we want a referendum question we have to tell you now?

E. Lee: I need to have all the information on referendum questions by Friday, February 21.

E. Lee moves to approve the MA election dates as proposed.

TESLSA seconds.

(Approved consensually.)

9. Announcements & Question Period

M. El Hebri: Task Force! We need people to join. Next meetings are March 4 and 18, and then April 4.

HKAPSA: Bake sale at security office, Loyola next Wednesday! We're also holding Wellness Week, where we raise money for disease (this year Alzheimer's). Physical workshops, passages, rehab, etc. It's very cheap and for a good cause! There's usually a wine and cheese on the Thursday evening as well.

Chair: Doodle for Council meetings, results have not dramatically changed. Most people are still available on Thursdays.

SCSA: Prof of psychology giving a public talk on infants and children with technology. Free public lecture and then wine and cheese. This is all taking place on the 26th of March.

E. Lee: One last thing about elections – I need you to email me your bylaws so I can give them to your CEO. Please email those to internal@asfa.ca by next Friday. Also, does Council approve of newly-elected executives shadowing us until the beginning of their mandate?

(No oppositions.)



(Entering closed session.)

10. Closed Session (CONFIDENTIAL)

- a. Previous Legal-Past employees**
- b. Recent Legal Updates (As-Needed)**

11. Adjournment

Chair adjourns the meeting at 9:31 pm. *(No oppositions.)*