Federation of Students’ Special Council Meeting

ONLINE, MICROSOFT TEAMS

Chair: President Simpson  Secretary: Mike Cimetta

ATTENDANCE

The following members were present*:

- Simpson, Abbie (President)
- Fatima, Aiman
- Guevara, Alana (VP, Operations & Finance)
- Helka, Amanda Nicole
- Souza, Angela
- Easton, Benjamin (Chair of the Board)
- Chau, Brian
- Benson, Carly Marie
- Dong, Catherine
- Lindstrom-Humphries, Delainey (President, EngSoc A)
- Gondosiswanto, Evelyn (Assistant Secretary)
- Hallen, Frances
- Bhandal, Harleen
- Yanez Vasquez, Jairo Josue
- Dhillon, Jaskaran (he/him)
- Chen, Jason
- Hunte, John (Deputy Speaker)
- Ma, Joseph

- Recchia, Jule
- Sharma, Kanan (he/him)
- Zhu, Karl
- Azam, M. Sikandar
- Ukrani, Mahaveer Jai†
- Suri, Manas
- Jolicoeur-Becotte, Marie
- Sedik, Marco (Representative, SoPhS)
- Brutto, Mark
- Casale, Matthew (President, EngSoc B)
- Schwarze, Matthew (President, MathSoc)
- Hymers, Meaghan (President, SJUSU)
- Town, Megan (VP, Education)
- Abouelnaga, Nada (VP, Student Life)
- Couzens-Brown, Nathaniel (President, ASU)
- Dosen, Nick (he/him)
- Dragusin, Rebecca
- Leo, Shanelle
• Ye-Mowe, Stephanie
• Macci, Sumayyah
• Ikeno, Vicky (Representative, RASC)
* remote | † late
The following members were absent:
• Yang, Edward (he/him)
• Narang, Aryan
• Singh, Jaineet
* regrets
The following members were present in the gallery and wished to be noted in the record:
• Cimetta, Michael (Recording Secretary)
• Gerrits, Matthew (AVP Academic)

PRELIMINARIES

CALL TO ORDER

A quorum being present, President Simpson called the meeting to order at 10:39 am.

APPROVAL OF THE AGENDA

Be it resolved that Council adopts the agenda as presented for the 08 November Council meeting.

The Speaker assumed a motion to approve the agenda as presented.

APPROVAL OF MINUTES

Minutes of May, July, October WUSA Council Meetings

Be it resolved that Council approves the minutes of May 10, July 12 and October 4 Council Meetings.

Deputy Speaker Hunte and President Simpson, with Councillor Sharma noted in abstention
TERRITORIAL ACKNOWLEDGEMENT

Pursuant to Federation Policy 50, Indigenous Engagement and Inclusivity, the Federation’s Students’ Council acknowledges:

"The University of Waterloo is on the traditional territory of the Neutral, Anishnaabeg, and Haudenosaunee peoples. The University of Waterloo is situated on the Haldimand Tract, land promised to the Six Nations, which includes six miles on each side of the Grand River."

REPORTS

EXECUTIVE REPORTS

President (Simpson)

President Simpson talked about Long Range Plan Presentations and how she will be meeting with University Stakeholders to share the plan; in addition, there is a marketing plan around sharing the plan with members. President Simpson said there was supposed to be a USRC meeting this week but it was cancelled due to no items on the agenda. She also clarified about the previously mentioned WUSA Leadership Awards and how they are from 2019-20 and never got sent because of the pandemic operational interruptions. On the note of awards, President Simpson told council that WUSA Fall term volunteer appreciation awards nominations are open and reminded told people to sign up for the virtual Volunteer Appreciation event.

Councillor Sharma mentioned that in the last meeting Council passed the motion about AHS name change. Can you elaborate on what happened with that? President Simpson said she will be writing an article for wusa.ca to debrief the situation and give more background. There were 3 undergrad votes at the Board of Governors and they ended up abstaining. The departmental name changes have been put on hold. This Faculty of Health name change was not going to be stopped but we used students’ desires to better stall future renames until further undergraduate input was granted.

Councillor Ye-Mowe asked about the service Review process. Abbie said it is being handled through CLAC and IAC and more answers can come in the report from Vice President Abouelnaga’

President Simpson brought up a motion around the Student Accessibility Commissioner:

Whereas Vicky is currently serving as a representative for Renison Academic Students’ Council; then

Be it resolved that Students’ Council wave the rule of eligibility outlined in Procedure 27: Commissions §E(2); and
Be it further resolved that Students’ Council ratifies Vicky Ikeno as the Student Accessibility Commissioner ending on April 30th, 2020. 
President Simpson and MathSoc President Schwarze.

Motion carries unanimously with RASC Representative Ikeno noted in abstention.

Vice President, Education (Town)

Vice President Town shared that the Waterloo Virtual Open house was yesterday. There was only 1 question about WUSA. I will chat with Full Time Staff to look into how we can increase our engagement.

Councillor Sharma asked about the Student Safety Committee and their progress since the report mentions they have only met once. Vice President Town said they are trying to figure out how best to approach the broad goal. There have been 3 groups: Workspaces, physical safety and safety on campus. Next steps for the working groups are to develop recommendations and identify gaps. We will address files we find adequate and files where we see gaps.

RASC Representative Ikeno added onto the talk of the open house saying that Renison’s area was pretty quiet. Renison’s Marketing person felt that they overstaffed. Vice President Town said there were a lot of questions about admission and how campus is operating so obviously it will follow that those will be directed to the university. Deputy Speaker Hunte said he was a student resource at the open house and there were only really 5 questions.

Vice President, Student Life (Abouelnaga)

Vice President Abouelnaga began by talking about clubs. We have 150 active clubs this term which is really great to hear in a fully online term. This is very close to normal on-campus numbers. The clubs admin system got a new update on October 18th. There are easier processes to let clubs submit applications and other forms. That is not the end of it; further updates are coming. Rachel, Dave and Vice President Abouelnaga are working to see what comes next. We want to integrate so many things into the system like lockers and event forms in the future. Next council meeting will be a space where Vice President Abouelnaga can more specifically say what has been done and what is coming.

Service coordinator applications are closing tonight and please let interested students know. Something new this term is that coordinators are going to be paid as part-time staff.

On the special events side, we continue to offer online special events to students. The most notable one is WUSA’s Got Talent which ran virtually. We are looking for ways to host those events on platforms that are not necessarily social media – once I know more about that, I will let you know.

Campus life has been using Amazon gift cards for many awards and recognition needs. We will be moving away from Amazon because of concerns about it as a corporation that arose from within the department.
Equity-related initiatives: Vice President Abouelnagatalked about HREI unit reconstruc-
tion and how students will be involved. She then mentioned the Equity Fund and how
discussions are ongoing with the Equity Office about this but there has not been much
progress.
IAC continues operating staggering meetings into normal meetings and service review
meetings. In terms of how the review is going, Vice President Abouelnaga said it is 40%
complete. It is anticipated that things will be 80% complete by Dec 7th which is the last
day of classes. At that point we will decide if we will push it to the winter.
Councillor Sharma asked if there are updates in the O-team pay proposal. President
Simpson said a survey was created to send out to past O-Team members and their
feedback will be communicated after review. Councillor Sharma also asked about Ser-
vice coordinator pay; there was a council-approval implementation plan. Vice President
Abouelnaga said there is a set of guidelines Campus Life was working on to change the
status from tier-1 volunteers to employees. Vice President Abouelnaga said she can bring
this to the January council meeting.

Vice President, Operations & Finance (Guevara)

Vice President Guevara had nothing to add to her written report. There were no questions
about her written report.

Secretary’s Note: There was a Special Presentation from UCRU.

SPECIAL ORDERS Pt. 1

UNDERGRADUATES OF CANADIAN RESEARCH-INTENSIVE UNIVERSI-
ties Presentation at 11:30 AM

Mackenzy Metcalfe, UCRU Chair and also VP External Affairs at Western USC made a
presentation about UCRU.

UCRU Chair Metcalfe talked about how the organization advocates for issues that
uniquely affect students of the U15 research schools. There are 10 members. Vice Presi-
dent Town has a seat. uOttawa is the newest school and not in the picture below.
The organization is aspirational, evidence-based and collaborative, focused, non-partisan and equitable. UCRU tries to be fair to members by having an easy-in, easy-out methodology; joining UCRU is simple, as is leaving. Some work has included getting more supports for International students during Covid times as well as working to get International students the ability to come into Canada.

Mackenzy said a federal lobbying week is scheduled for later in November and 10 meetings are scheduled with politicians and that number is set to go up as the week approaches. UCRU forms its board in June and sets annual priorities in July to make sure research is done in the lead-up to September when desires begin to be communicated with the government.

UCRU was formed in 2015 but has had growth recently in its ability to lobby outside of budget cycles, in the recent addition of UOttawa, and in its online presence (currently running a 'Debt-free Degree' campaign). The next steps will be to formalize the organization further through gathering consensus on the drafted Bylaws, hiring lawyers to assure compliance with the NFP Corporations Act, and by eventually adding a fee (2-3 years down the line). Until now costs have been absorbed between the unions that run it. Vice President Town mentioned that there is a UCRU budget in the VP Education portfolio. Mackenzy explained that with a fee, there can be greater assistance from full-time staff and better institutional memory. A fee would also allow for equal opportunity for the schools who might not have an exec with time to devote to the organization right now.

Councillor Ye-Mowe asked about the 5 of the other U15 schools that are not members and why that was. Mackenzy said they might be involved in other federal advocacy organizations right now. Councillor Dhillon asked how the different board positions are elected. Mackenzy said elections are held in the beginning of the year cycle and each org gets a vote; the social media manager is skills-based and thus is not elected but hired. Councillor Sharma asked how UCRU is differentiated from other federal advocacy orga-
zations. Chairperson Metcalfe said that CFS and CASA—which USC had been part of in the past, represent ALL students, not specific to the interests of research schools. UCRU grew out of the "AdvoCan" lobby group in 2016. The organization works with CASA when there is overlap but also has the freedom to address its own initiatives.

Mackenzy thanked Council and asked councillors to fill out the form about why financial aid is important. President Simpson said this will be sent out in the follow up email.

REPORTS (CONTINUED)

BOARD OF DIRECTORS REPORT

Chairman Easton mentioned that Board met on October 5th with WUSA staff regarding Student-run Services social media. The October 20th meeting addressed executive priorities and Director Yang was excused from that one. A new minuting service was also brought in to help Vice President Guevara

REPRESENTATIVE REPORTS

Applied Health Sciences Caucus

Councillor Jolicoeur-Becotte said they are getting a lot of student feedback about the reaction to the name change. Councillor Fatima added that she is working directly with the faculty on student consultations on further name changes including potential AHSUM name change. AHSUM Representative Recchia said surveys are being send out. AHSUM, AHSEF, and AUSSIE – the mascot. That student feedback will be considered in further
changes.
Councillor Ye-Mowe asked if there are swag items that will need to be replaced. Councillor Fatima said the faculty is getting rid of inventory by putting it on sale in the W store. The change does not take affect until September 2021.

**Arts Caucus**

Councillor Dragusin said that ASU and sub-societies have been trying to reach out to students more and more to support with academics and virtual environment.

**Engineering Caucus**

Assistant Secretary Gondosiswanto reported that there is an EngSoc council meeting coming on Wednesday.

**Environment Caucus**

Councillor Ye-Mowe said not much is going on; ESS council met and Endowment fund fee was discussed. It seems like neither will be charged. ESS President Shi confirmed this. ESS is also planning an event with RAISE and Fossil Free UW about environmental racism.

Councillor Ye-Mowe said students heard from the dean that there was going to be on-campus courses. This seems to have changed. There are 2 programs with an international component and they are facing complications.

**Mathematics Caucus**

Deputy Speaker Hunte said he has been preparing a survey: bit.ly/stemTests. He is collecting feedback on what courses are being taken, how they are assessing, and any pressures around cheating. He will be preparing a report for the dean. Councillor Dong said she has been working on a survey with Councillor Sharma around students expectations of their representatives, what WUSA services they are using, and their feedback on fees. Representative Bhandal spoke up to say that they have heard concerns about Math 137 and Stat 231.

Vice President Abouelnaga asked if the survey is collecting feedback on the equity-seeking services. Councillor Dong said they are gathering insight about how many people use services, whether they feel the services are fulfilling their mandate. This is to gather input to learn how to represent math constituents. Vice President Abouelnaga brought up concerns that this was not brought up to CLAC as they are currently working on the service review and there was a prioritized survey that was planned to go out. Vice President Abouelnaga asked if the Math caucus can connect before further action. Deputy Speaker Hunte wanted to shed light on the action by saying that the survey was limited in focus and the intention was to gather feedback specifically for Math councillors to have a mandate to proceed. Councillor Sharma said the survey was finalized yesterday and a draft was sent yesterday. The intention was to actually have data for the people who say “you are not looking after my interests.” Vice President Abouelnaga and Councillor
Dong brought this conversation to an end by agreeing that they would meet to discuss further.

Matthew said MathSOC has settled into operations or the term. There are council by-elections to fill seats. We are doing our best to better serve online students.

Science Caucus

SciSoc President Benson/ talked about Game-bowl and a successful Spooktober event. This coming week will be an environmental awareness week on social media. SciSoc is running a mentorship program and there was a good midterm check-in.

Cambridge Campus

Councillor Chen mentioned how funding proposals for clubs were discussed and 3 were supported. More work with their WEEF proposal will be taking place. Some events have taken place to give students some community involvement and mental health relief. The library asked students how they feel about their ability to virtually access resources.

Kitchener Campus

No report.

Stratford Campus

President Simpson/ said the representative was not able to attend today but they are reaching out with students and professors about feedback for 1st online semester went and trying to set expectations for the Winter 21 term.

St. Jerome’s University

SJUSU President Hymers mentioned a wellness challenge that is being run on social media and how it has received great community engagement. There is a hope students continue with these wellness challenges.

Renison University College

RASC Representative Ikeno said RASC is taking on the Stock the Bank Challenge and how Renison is sending out a survey to students to get their feedback on Fall academics.

OFFICERS OF COUNCIL REPORTS

Speaker
President Simpson said since the Spring we have talked about council promotion. We hope to share more personal stories so please share that form so we can collect your stories. Please check your email and let me or John know if you are not yet on the council mailing list. The speaker updates are added to the President’s report. She met with the marketing team to talk about the Council engagement plan. They are hoping to do a councillor story-telling series in the run-up to the Town Hall and hopefully this will encourage more students to run next year.

Deputy Speaker

Deputy Speaker Hunte said his report was attached. Jaineet and Manas and Aryan (absent AUG/SEP/OCT) are eligible for removal. Deputy Speaker Hunte noted that of the councillors who last time were on the list for potential removal; only Jaineet responded. Councillor Ye-Mowe asked about the new list addition and if they can be contacted for reason; John said he has. Councillor Ye-Mowe introduced the motion to remove explaining; some student councillors just get in too over their head and their absence is not helping Council or their constituents.

Removal of Councillors

Be it resolved that Manas Suri is to be removed from their position on council. Councillor Ye-Mowe and Councillor Sharma.

Motion carries with 26 in favour, 5 in abstention, one opposing.

Deputy Speaker Hunte then motioned to remove Aryan Narang: They were absent the last 3 meetings plus this meeting and they did not reply to the warning email which was sent on the 15th of last month. Councillor Dragusin said they were communicating during the summer, but things seemed to have changed because she has not heard from them in a while.

Be it resolved that Aryan Narang is to be removed from their position on council. Deputy Speaker Hunte and Councillor Sharma.

Motion carries with 25 in favour, 5 in abstention.

Be it resolved that the ballots are destroyed Deputy Speaker Hunte and President Simpson.

Motion carries and confirmation came from President Simpson and Mike that the two online polls were deleted.

Secretary

Nothing to report.
STANDING COMMITTEES, COMMISSIONS, OR SERVICES REPORTS

Elections and Referenda Committee

President Simpson remarked that Elizabeth is not here but if there are any questions, President Simpson can pass them onto the CRO.

Policies and Procedures Committee

Whereas the October regular Council meeting heard the first reading of the following policies, which subsequently had no changes made; then

Be it resolved that Council approves the following policies, as attached in Appendix:
1. Policy 8: University Records
2. Policy 14: Enrollment and Quality of Education
3. Policy 18: Financial Aid Tuition Set-Aside

President Simpson and Deputy Speaker Hunte.

Vice President Town spoke up about Policy 14 and specifically how enrollment increase would affect this. She said she is in the process of following up with the University. She recommended Council approve these policies in their current form and amendments specific to Policy 14 will be brought to the next meeting. President Simpson introduced the following amendment to further resolve to rescind Policy 1 since it was now folded into Policy 8.

Whereas the October regular Council meeting heard the first reading of the following policies, which subsequently had no changes made; then

Be it resolved that Council approves the following policies, as attached in Appendix:
1. Policy 8: University Records
2. Policy 14: Enrollment and Quality of Education
3. Policy 18: Financial Aid Tuition Set-Aside

Be it further resolved that Council rescinds Policy 1
President Simpson and Deputy Speaker Hunte.

Motion carries

Education Advisory Council

Vice President Town talked about how policy work has slowed down in the last few weeks and brought forward the following motion. No comments were received since first reading:
Whereas the October regular Council meeting heard the first reading of the following policies, which subsequently had no changes made; then

Be it resolved that Council approves the following policies, as attached in Appendix:
2. Policy 33: Student Discipline

Vice President Town and Councillor Ye-Mowe.

Motion carries

Strategic and Long Range Planning Committee

President Simpson clarified that the presentation served to allow council approve the pillars of the Long Range Plan so they can be brought to the Board of Directors. The name of the Long Range Plan is "WUSA’s Next 5 Years" and it is constructed upon the following pillars with more presentation points included in the appendix.

1. Improve ability for students to engage with WUSA and our constituency societies.
2. continue our commitment from our last strategic plan to build belonging and campus engagement.
3. We will expand excellence in our roles and give students and staff opportunities for personal and professional growth.
4. continue to provide commercial services and operate the Student Life Centre that fulfill student needs. We commit to efficiency and value across the organization.
5. We will increase student supports through strategic partnerships

President Simpson then talked about the advocacy priorities outlined in the plan:

1. Housing
2. International Student tuition and needs
3. Covid-19
4. Equity and Accessibility in Education
5. Affordability
6. Quality of Education

Vice President Town stressed that laying out these priorities does not cut us off from adding things that are important.

Whereas the Strategic and Long Range Plan Committee has approved the current outline and strategic pillars of the Long Range Plan; then

Be it resolved that Students’ Council recommend the current strategic pillars and advocacy goals to the Board of Directors for adoption; and
Be it further resolved that Students’ Council understands that the Strategic and Long Range Plan Committee will continue to make adjustments to the introduction and review of the last 5 years before final release of the document.

*President Simpson and Deputy Speaker Hunte.*

Motion carries unanimously

*Secretary’s Note:* A ten-minute recess was called at 12:51 pm, and the assembly came back to order at 1:01 pm.

## Special Orders Pt. 2

### Presentation about WUSA Boxes

President Simpson talked about how the project goal was to introduce WUSA to incoming first years (8500) as well as to make sure upper-years also knew we are still open for them. We had 2000 upper-year boxes. President Simpson talked about the contents of general boxes and talked about how first year faculty specific boxes has customizations as orientation packs would. July is when the sign-up campaign started. We wanted to build excitement about the box without sharing the contents of the box. We worked with campus partners for item sponsorship.

The total upper-year sign-ups: 2325, with 5687 instances of people clicking the sign-up links. The whole campaign once people got their boxes pivoted into students sharing different ways of using their box: self-care, sustainability, and community. In the middle of the delivery of the boxes, marketing ran a FOMO (fear of missing out) campaign and some remaining boxes were given out as part of that. This let students be a part of the program even if they missed the summer deadline for sign-up.

In total 12,000 boxes were assembled. 8200 were mailed to Canadian addresses, 1849 went to residences, and 1400 were shipped internationally.

Councillor Ye-Mowe asked if President Simpson could talk about the letter from EngSoc about their disappointment about the boxes. Chairman Easton said he received the letter from the BoD Chair and he has not yet responded. Ben said the letter was directed to him so he can share. EngSoc did not seem to indicate that the letter was to be confidential. Chairman Easton said he could send out the letter in after-meeting follow-up. Fellow Directors Deputy Speaker Hunte and Councillor Sharma said they would be fine with this.

## General Orders

### Filling a Committee Vacancy

Policies and Procedures Committee
Be it resolved that _____ is elected to the vacant Councilor seat on the PPC for the remainder of the governing year.

President Simpson.

Councillor Sharma nominated Councillor Chau
After no other nominations came forward, Deputy Speaker Hunte motioned to fill the blank.

Be it resolved that Brian Chau is elected to the vacant Councilor seat on the Policies and Procedures Committee for the remainder of the governing year.

Deputy Speaker Hunte and President Simpson.

Motion carries unanimously

WINTER TERM DIRECTION DISCUSSION

President Simpson.

Vice President Town and President Simpson will be having conversations with the university about the winter term. They want to hear feedback we can bring to them. Vice President Town said that in work with SSAC, there had been conversations about how fall reading break is going since it is still technically a pilot project.

RASC Representative Ikeno said that Renison students mentioned there was a lack of lecture content and there were issues with group work on learn. Some more of these issues were brought to Academic council at Renison.

Deputy Speaker Hunte reiterated from earlier in the meeting that he will pass along his survey results. Councillor Sharma said there were complaints about number of assessments and the time it takes to do them. Students feel disconnected from their peers and they are having more issues trying to figure out who to reach out to. An example: discussions taking place on piazza that are critical of the professor and they are being removed. Deputy Speaker Hunte said this might be a specific limited case because some memes about the professor were being posted and then removed.

Councillor Fatima heard concerns about graduation and lack of a full ceremony. There were hopes that spring convocation might be pushed to a full fall convocation but that did not happen. Councillor Ukrani said that for Math 249, there was no lecture content for over a month but it has been fixed since another prof stepped in. Representative Bhandal said there were some reports of profs abandoning classes to go on leave – this might be one of the situations.

Councillor Sharma asked if council can ask WUSA to advocate to see if course instructors can set up a separate discussion area for peer support. President Simpson said we cannot mandate but there are some guidelines for what we can ask. Vice President Town said students should have access to class emails and they are free to set up services outside of the purview of instructors. Vice President Town will bring this up to University Admin.

Councillor Dhillon extended this to say that extra effort should be given to first years as they have not had the chance to build the same networks as upper-years.

President Simpson highlighted: in regards to student mental health, have councillors heard
Representative Bhandal said there is a basic overwhelmed feeling which leads to stress. They have also experienced loss of community. There is a general vibe that they need a platform to connect. VPI of Mathsoc project involved splitting students into smaller groups so they can get to know people.

Councillor Ukrani mentioned that for student athletes, they can visit the athletics director/advisor and he helps them plan out their weekly and monthly schedule. This is really helpful and maybe would benefit more students. Representative Bhandal responded directly asking if the SSO have something like this? President Simpson said she would look into it. Councillor Sharma said that with all the cases that are coming out about cheating, first years do not have much of an idea about academic integrity limits. There is a gap between collaboration and integrity issues that we should put more stress into highlighting this for first year students. Representative Bhandal directly responded saying this is faculty specific. We should connect with faculty VPAs to develop and communicate boundaries.

Councillor Ukrani said that putting up media is an issue. SPCOM has issues with not putting up media and it’s only workbooks and reading. Councillor Fatima said there is a community of volunteer TAs that facilitate an session where smaller groups of 5 can meet up. RASC Representative Ikeno said that at Renison, counsellors are PT and it is easy to use up all sessions in a term.

AVP Academic Matthew Gerrits said that he agrees with Kanan’s point and talked about how we could collaborate with societies to put out Policy 71 fact-sheets. This work should be happening soon. Councillor Chau said that one of the greatest struggles was the time difference. One prof has organized groups based on time/zone.; Building extra-curricularrays around this would be helpful.

**ANNOUNCEMENTS**

**ANNOUNCEMENTS FROM THE SPEAKER**

- The next meeting of Students’ Council will be held on December 6th on Microsoft Teams @ 10:30 am local Waterloo time.
- Deputy Speaker Hunte said that councillors should check the attendance list and committee log to ensure accuracy.
- President Simpson reminded councillors (especially new) that there will be a follow-up email with action items to check out. She tries her best to update on opportunities and councillors should feel free to share these opportunities with as many students as possible.
- President Simpson thanked to everyone for their patience and feedback in the LRP. She looks forward to the next five years and what will come of it.

**ADJOURNMENT**

Be it resolved that the Speaker adjourned the meeting at 1:43 PM.
Until further notice, all meetings will be held fully online through the Microsoft Teams platform. All students are welcome to connect to the meeting in order to listen or participate; connection information to be distributed in advance through the Council mailing list or may be requested by contacting speaker@wusa.ca

ATTENDANCE

Please convey regrets to the Speaker of Students’ Council at speaker@wusa.ca.

Attendees:

- Simpson, Abigail (Abbie) (President)
- Hunte, John (Deputy Speaker)
- Gondosiswanto, Evelyn (Assistant Secretary)
- Guevara, Alana (VP Operations and Finance)
- Town, Megan (VP Education)
- Abouelnaga, Nada (VP Student Life)
- Jolicoeur-Becotte, Marie
- Fatima, Aiman
- Couzens, Nathaniel (President, AHSUM)
- Ghuwalewala, Vidyut
- Singh, Jaineet
- Yanez, Jairo
- Narang, Aryan
- Dragusin, Rebecca
- Manas, Suri
- Couzens, Nathanial (President, ASU)
- Yang, Eumin (Edward)
- Souza, Angela
- Hallen, Frances
- Ma, Joseph
- Lindstrom-Humphries, Delainey (President, EngSoc A)
- Casale, Matthew (President, EngSoc B)
- Yang, Edward
- Ye-Mowe, Stephanie
- Dhillon, Jaskaran
- Shi, Victoria (President, ESS)
• Schwarze, Matthew
• Bhandal, Harleen (MathSoc designate)
• Dong, Catherine
• Sharma, Kanan
• Ukrani, Mahaveer Jai
• Zhu, Karl
• Chau, Brian
• Azam, M. Sikandar
• Dosen, Nick
• Macci, Sumayyah
• Parmar, Mokhash

• Roxas, Nikka (Niks) Ysabella
• Benson, Carly (Designate, SciSoc)
• Chen, Jason
• Helka, Amanda Nicole
• Sedik, Marco (Designate, SoPhS)
• Ahmed, Mehida
• Ikeno, Victoria (Vicky) (Designate, RASC)
• Leo, Shanelle
• Hymers, Meaghan (Designate, SJUSU)
• Recchia, Jule
• Easton, Benjamin (Chair of the Board)
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1 Preliminaries

Adding items to the agenda requires a two-thirds vote, although new items of business can still be raised without needing that vote once the entire agenda is complete.

1.1 Call to Order

Be it resolved that the Speaker calls the meeting to order at 10:30 AM.

1.2 Territorial Acknowledgement

Pursuant to Federation Policy 50, Indigenous Engagement and Inclusivity, the Federation of Students’ Council acknowledges:

The University of Waterloo is on the traditional territory of the Neutral, Anishnaabeg, and Haudenosaunee peoples. The University of Waterloo is situated on the Haldimand Tract, land promised to the Six Nations, which includes six miles on each side of the Grand River.

1.3 Approval of the Agenda

Be it resolved that Council approve the Agenda, as presented.

The Speaker assumes the motion to adopt the Agenda, as presented or amended.

2 Approval of the Minutes

The minutes of a meeting are the official record of what happened at that meeting, and contain the authoritative versions of the actions taken at the meeting. If there are significant reservations about the minutes, the approval may be dispensed with, and the minutes will be returned at the subsequent meeting for approval.

Be it resolved that Council approves the minutes of the May 10, 2020, July 12, 2020 and August 4, 2020 meetings, as presented.

3 Items for Adoption by Consent

In accordance with Council Procedure 9, items on the consent agenda will be considered in gross, without debate or amendment. Items will be moved from the consent agenda to the regular agenda upon the request of any member. The purpose of the consent agenda is not to suppress debate but to allow Council to quickly consider and approve uncontroversial items.

No items have been placed on the consent agenda.
4 Reports

Motions arising directly out of a report, including to adopt recommendations in the report, may be considered immediately after the report without having to wait until later in the meeting. No action is required to receive a report. If Council decides to adopt or accept a report, then it is endorsing the entire report and not just the recommendations.

4.1 Executive Reports

Each executive will highlight key aspects of their written reports in an oral report that lasts no longer than 2 minutes, to be followed immediately by a question period lasting no longer than 10 minutes per executive. The written reports can be found in Appendix A.

1. President (Abbie Simpson)
   (a) Strategic and Long Range Planning Committee
   (b) Student Accessibility Commissioner

   Whereas Vicky is currently serving as a representative for Renison Academic Students’ Council; then

   Be it resolved that Students’ Council wave the rule of eligibility outlined in Procedure 27: Commissions §E(2); and

   Be it further resolved that Students’ Council ratifies Vicky Ikeno as the Student Accessibility Commissioner ending on April 30th, 2020.

2. Vice President of Operations and Finance (Alana Guevara)

3. Vice President of Education (Megan Town)

4. Vice President of Student Life (Nada Abouelnaga)

4.2 Board of Directors Report

The Chair of the Board (Benjamin Easton) will highlight key aspects of their written report in an oral report that lasts no longer than 2 minutes, to be followed immediately by a question period lasting no longer than 10 minutes. Please see Appendix B for the written report.

4.3 Representative Reports

To be delivered orally or in writing by Councillors or the Constituency Caucus. Any questions relating to the report or any other matter may be asked following the oral report. Submitted reports can be found in Appendix C.

1. Applied Health Sciences Caucus

2. Arts Caucus

3. Engineering Caucus
4. Environment Caucus
5. Mathematics Caucus
6. Science Caucus
7. Cambridge
8. Kitchener
9. Stratford
10. St. Jerome’s
11. Renison

4.4 Officers of Council Reports
To be delivered orally. Any questions relating to the report or any other matter may be asked following the oral report. The individual whom typically fills a role shall give the report of that role.

1. Speaker (Abbie Simpson)
   (a) The report of the Speaker was included as a part of the President’s report.

2. Deputy Speaker (John Hunte)
   (a) Please see Appendix D for the Deputy Speaker’s report.

3. Secretary (Alana Guevara)

4.5 Standing Committees or Commissioners Reports
To be delivered orally or in writing by the Committee chair or Commissioner. Any questions relating to the report or any other matter may be asked following the oral report.

4.6 Report of the Elections and Referendum Committee
The report of the Elections and Referendum Committee for the Fall 2020 By-Election is attached in Appendix D.

4.6.1 Report of the Policies & Procedures Committee
Whereas the October regular Council meeting heard the first reading of the following policies, which subsequently had no changes made; then

Be it resolved that Council approves the following policies, as attached in Appendix D:
1. Policy 8: University Records
2. Policy 14: Enrollment and Quality of Education
3. Policy 18: Financial Aid & Tuition Set-Aside

Submitted By: President Simpson and Deputy Speaker Hunte.

4.6.2 Report of the Education Advisory Council

Whereas the October regular Council meeting heard the first reading of the following policies, which subsequently had no changes made; then

Be it resolved that Council approves the following policies, as attached in Appendix D:

2. Policy 33: Student Discipline

Submitted By: Vice-President, Education Town.

4.6.3 Report of the Strategic and Long Range Planning Committee

President Simpson will present the report of the SLRPC.

Whereas the Strategic and Long Range Plan Committee has approved the current outline and strategic pillars of the Long Range Plan; then

Be it resolved that Students’ Council recommend the current strategic pillars and advocacy goals to the Board of Directors for adoption; and

Be it further resolved that Students’ Council understands that the Strategic and Long Range Plan Committee will continue to make adjustments to the introduction and review of the last 5 years before final release of the document.

5 Special Orders

A special order is an item of business that will take precedence over all other business at the designated time for the special order. As it suspends the normal rule that each item must be disposed of before another can be brought up, setting or removing a special order requires a two-thirds majority vote unless originally included in the agenda.
5.1 **UCRU Presentation**

*Speaker’s Note: This item is scheduled to commence at 11:30am.*

Council gives leave for a presentation from representatives of the Undergraduates of Canadian Research Intensive Universities.

5.2 **WUSA Box Presentation**

Council gives leave for a presentation from President Simpson for the WUSA Box initiative.

6 **Business Arising from the Minutes**

*Business arising from the minutes is business carried on to a meeting from a previous meeting.*

There is no business arising.

7 **General Orders**

*A general order is an item of business that is ordered to be taken up at a meeting. Time limits to discussions indicate the point at which the Speaker will end the discussion unless Council directs otherwise.*

7.1 **PPC Vacancy**

*Be it resolved that ____ is elected to the vacant Councilor seat on the PPC for the remainder of the governing year.*

Submitted By: *President Simpson*

7.2 **Winter Term Direction**

Discussion on student mental health and courses in the Winter term.

Submitted By: *President Simpson*

8 **New Business**

*Any Councillor may raise any item of concern during new business by proposing a motion or topic of discussion. A two-thirds (2/3) majority vote is required for consideration of the item to proceed.*
9 ANNOUNCEMENTS

Any Councillor may make an announcement not exceeding 1 minute in duration, which may be followed by up to 2 minutes of follow-up questions. No motions may be introduced from an announcement.

NEXT MEETING

The next regular meeting of Council is scheduled for December 6th, starting at 10:30AM, on Microsoft Teams.

10 ADJOURNMENT

Be it resolved that the Chair adjourns the meeting no later than 4:30PM.
APPENDICES
APPENDIX A - EXECUTIVE REPORTS

President

Abbie Simpson

8 November 2020
1.0 Monthly Summary

- Fall Town Hall discussed student concerns surrounding changes to academic programs, tuition, student-run services, fees, and other excellent questions. We have followed up with those who attended and asked questions and look forward to continuing these discussions into the Winter term.
- We completed Annual Plan presentations with administration and have created necessary connections to further advance these goals with the University. I am preparing to give Long Range Plan presentations throughout December to provide similar information and make connections.
- Finalized and approved at the Strategic and Long Range Plan Committee (SLRPC) the 2020-2025 Long Range Plan (see appendix A).

1.1 Summary of University Committee Meetings

1.1.1 University Senate
Senate met on October 19th and no items of interest to undergraduate students were discussed. The Undergraduate Senate Caucus met before the meeting to discuss the agenda and no actions were taken from this meeting. Senators received many emails from students, staff, and faculty in support of the divestment discussion which came to the Board of Governors on October 27th.

In relation to the motion passed at the last Council meeting regarding the AHS name change, I met with the Dean of AHS and the department chairs, in collaboration with the WUSA AHS Councillors, to discuss campus expectations for student consultation. This discussion has resulted in greater communication and discussion with Undergraduate students in the name change process for the departments. We look forward to continuing work throughout campus to increase and support student consultation and involvement in campus decisions.

1.1.2 Committee on Student Mental Health (CoSMH)
I met with the Chair of CoSMH to talk about the future of the Committee and renewed focus on Recommendation 12 and the need for an Ombudsperson on our campus. The Committee met again on October 30th to discuss student communications and responsibilities across campus. I gave two presentations on WUSA’s communications processes with students and what we believe the University should be doing to increase and improve communications related to the mandate of the Committee.

1.1.3 President’s Advisory Committee on Environmental Sustainability (PACES)
This month at PACES we discussed the University’s Environmental Sustainability Report. The report is now available online for review (see link above). Our next meeting will be November 25th, 2020.

1.1.4 Undergraduate Student Relations Committee (URSC)
The October meeting was cancelled. The next meeting will take place on November 13th, 2020. If you have any concerns you would like discussed at this Committee, please do not hesitate to reach out to me (pres@wusa.ca) and I will add a discussion to the agenda.
1.3 WUSA President’s Leadership Awards 2020
The President’s leadership awards take place every year in April. This year, due to COVID-19, the 2019-2020 awards were not presented. I worked with our teams over the spring term to ensure we could properly thank our leaders. All winners will be sent a package, including certificates from WUSA and the Office of the President, University of Waterloo. Please join me in congratulating the following recipients:

- Abbie Simpson (Faculty of Applied Health Science)
- Caroline Dack (Faculty of Arts)
- Connor Plante (Faculty of Arts)
- Daria Kondrateva (Faculty of Arts)
- Elizabeth Pezzutto (Faculty of Applied Health Science)
- Jason Small (Faculty of Engineering)
- John Hunte (Faculty of Mathematics)
- Kyera Mapp (Faculty of Arts)
- Quin Millard (Faculty of Engineering)
- Maya Venters (Faculty of Arts)

Know a leader who deserves to be recognized for their hard work? Please consider nominating them for the 2020-2021 Presidents’ Leadership Awards!

2.0 Updates from September Council

2.1 August Special Meeting Actions
I am continuing to work with the Final Report, as mentioned in the memo. I am currently working to create next steps and recommendations for Council.

1.1.1 Business Arising from Approved Memorandum
The memorandum presented at the August 23rd Council meeting provided an overview of some actions by the Executive. I would like to provide status updates on the following items:

- Review of all AVP job descriptions, expectations, and training with a full review of the commissioner procedure (Procedure 27)
  - Myself and the VP Operations and Finance have reviewed job descriptions and expectations and AVP contracts are being drafted and approved.

- Creation of Social Media Policy and continued review of Policy 39: Communications, focusing on a review of internal communications and statements
  - The Social Media Policy is currently in the review process by staff and Policy 39 is incorporating new scenarios arising from events following the special meeting. Due to some changes in timelines, PPC will see the Social Media Policy and Communications Policy at the November meeting to allow more time for review by staff and members of the Committee.

- Creation of Organization-wide Code of Conduct
  - The draft is complete and PPC will review and recommend for adoption at the December meeting.

- Full review of student-run services
CLAC and IAC have begun the services review process. If you have any questions about next steps, please email vpsl@wusa.ca.

2.2 Caucus emails and mailing lists
Councillors have requested more tools to consult and communicate with constituents. Each caucus was given the opportunity to request a mailing list, which will allow constituents to subscribe for updates from your caucus. The mailing list works the same way the Council list works. It will allow you to send messaging to all subscribers to notify them about upcoming decisions, ask questions, etc. I am currently working with IT to create caucus emails (example, mathcaucus@wusa.ca) which will make communications between members and your caucus easier. If you wish to request a caucus email or mailing list, please contact pres@wusa.ca.

2.3 Speaker report
The promotions plan for increased Council promotion will begin with the promotion of elections and governance. If you would like to be involved in storytelling and promotion, please reach out to me!

3.0 Committee and Commission Updates

3.1 Policy and Procedures Committee
The Committee submitted the following policies for adoption: Policy 8 and 14, Policy renewal procedure, and Tuition set aside policy. The Committee also reviewed and recommend for adoption Policy 17 and the Editorial Independence Policy. The Committee will meet in November to review the Organization-wide Code of Conduct and Social Media Policy.

3.2 Strategic and Long Range Planning Committee
After the previous meeting and hearing various additions from the Board of Directors and Students’ Council, I took concerns and repositioned the LRP as a real strategic planning document. The Committee reviewed the new changes and direction and felt more comfortable with the language, outline, advocacy goals, and strategic pillars. The current draft is attached for recommendation to the Board of Directors (See Appendix A) and will set WUSA on the right track to better support and engage our members.

Therefore, I ask that Council accepts the following motion:

**Whereas**, the Strategic and Long Range Plan Committee has approved the current outline and strategic pillars of the Long Range Plan; then
**Be it resolved that**, Students’ Council recommend the current strategic pillars and advocacy goals to the Board of Directors for adoption; and
**Be it further resolved that**, Students’ Council understands that the Strategic and Long Range Plan Committee will continue to make adjustments to the introduction and review of the last 5 years before final release of the document.

3.3 Committee of Presidents
The Committee met on October 22nd and heard reports from each Society about current operations and events. We discussed upcoming policies and procedures for review, society fees for Winter 2021, and endowment funds. The next meeting will take place on November 19th, 2020.
3.4 Report of the Student Publication Regulatory Select Commission
We have received final confirmation from mathNEWS and Iron Warrior on the Editorial Independence Policy. The Chair of the Board and myself will sign an MOU to finalize and commit to the policy as written. Mathematics Society and the Engineering Society will receive copies of this MOU.

3.5 Student Accessibility Commissioner
Please join me in welcoming Vicky Ikeno, the new Student Accessibility Commissioner. Her lived experience and passion for disability justice was key in our selection process to begin this research project. Her first day was November 2nd, 2020 and we are currently finalizing the research plan for the Fall and Winter term with an expected completion date of April 30th, 2020.

As Vicky is currently the representative for Renison University College, I ask the assembly to ratify Vicky and ask the assembly to wave the rule of eligibility of Vicky as stated in Procedure 27: Commissions s.E(2).

Whereas, Vicky is currently serving as a representative for Renison Academic Students’ Council; then
Be it resolved that, Students’ Council wave the rule of eligibility outlined in Procedure 27: Commissions s.E(2); and
Be it resolved that, Students’ Council ratifies Vicky Ikeno as the Student Accessibility Commissioner ending on April 30th, 2020.

3.5 Sustainability Commissioner
This winter we will hire a Sustainability Commissioner to support WUSA’s Sustainability Project, a working group which replaced the Sustainable Campus Initiative (SCI). This individual will work closely with the Services Manager to oversee the Clothing Project, Campus Compost, and work with student groups across campus to bring forward sustainability concerns and proposals.

Students’ Council will receive a report from the Commission once per term and will hear proposals from the working group. If you have any questions about the role, please contact pres@wusa.ca and I would be happy to answer. Interested in applying? Applications will be available on LEADs and wusa.ca/opportunities in the coming weeks.
A Letter from the President

A long-range plan is a guide for an entire organization. It covers major initiatives and priorities important for all staff and student leaders to put their effort behind. It is about focus, and about strategic deployment of resources to achieve key goals.

A long-range plan does paint in broad strokes, it does not highlight every minute detail, nor does it cover everything an organization does, and the absence of projects or areas from a long-range plan do not mean WUSA will not see forward motion across all of its activities.

The broad themes of this plan are meant to be flexible. The goals and accompanying core objectives are meant to provide WUSA with high-level, organizational direction, while remaining flexible enough to allow for leadership to adapt to new circumstances. Each year, the Long-Term Strategic Plan will be revisited by the Board of Directors to guide the Executive’s annual plan and progress will be reported through Students’ Council.
WUSA’s Last 5 Years

Since 2015, WUSA has been working under its last strategic plan. As we depart from our old plan and press forward on a new path, we wish to reflect upon the last five years to guide our forward motion. In our last long-range plan, we identified six thematic areas, and we wish to quickly report on activities in each, few of which were specified by the previous strategic plan, but all of which fall within its goals:

1. Enhancing school pride- We recognize this as an area that could have seen more development. We have redesigned the President’s Leadership Awards to showcase our volunteers to the entire university community, have co-operated with the university on upgrades and expansions to Athletics infrastructure, and provide popular Welcome Week events that expose students to the wide range of ways they can embody the Warrior spirit.

2. Advocating on student needs to the university and government- We have seen significant achievements in university advocacy, including listening to the voices of our members and implementing a fall reading week, advocating for the creation of Waterloo’s international student fee guidelines, and the co-op fee review. We have also seen unprecedented government investments stemming from WUSA’s direct advocacy and advocacy in conjunction with OUSA and UCRU. Examples include advocacy through two years of expanded OSAP funding, expanded experiential learning funding, expanded funding for Indigenous students, and eight billion dollars in COVID-19 relief.

3. Building community and mental health resiliency- WUSA was a driving force behind expansions to the mental health, the launch of the President’s Advisory Committee on Student Mental Health (CoSMH) panel, the Mental Health collaborative, and our new EmpowerMe program. Our advocacy has also complemented this, with publication of OUSA’s In It Together report, and WUSA securing government funding for the 1st and 2nd rounds of the Mental Health Services Grant. We have also built community through launching a new service, better funding our existing services to provide support, and are moving towards the addition of thousands of new square feet of student space.
Improved access to and communication with university administration - We have never had more access to university administration. We serve on more university committees than ever, and have been included on multiple hiring committees for members of Waterloo’s senior administration. We have used this influence to facilitate some of our advocacy achievements, and have received proactively student-focused decisions as a result of administrator goodwill, including unasked for increased flexibility for cancellation of co-op interviews for cause and invitations to represent the university during government visits.

5) A proactive and efficient mindset - WUSA has proactively monitored the business environment, opening our new in-house food preparation facility to provide expanded options at International News and launching the Bomber renovation project. We have also reacted to changes in our fiscal environment, identifying a gap and creating a new capital projects fund, expanding our endowment fund, and expanding funding to advocacy areas, while expecting efficiency in all areas such as through closing some services, building an efficient in-house elections system, cutting costs related to OUSA general assemblies, and negotiating favourable fee arrangements with OUSA, as well as negotiating another strong expansion to the Universal Bus Pass agreement. These efficiencies have allowed us to continue a full complement of service offerings with minimal increases to fees. Internally, we have also streamlined managerial decisions by creating a smaller Senior Leadership Team and expanded Board of Directors terms to two years to increase experience and continuity at the highest end of our managerial structure.

6) Developing leaders - Leadership development in WUSA has improved from 2015, with the institution of a new, leaner Students’ Council transition, a more formalized Board transition, and increased communication from our marketing department to prospective student leaders. Our Executive leadership in recent years has come from all areas of the organization, from our student employees, clubs and services leaders, from the Orientation world, as well as more typical governance pathways. Outside of the governance portfolio, we have decreased economic barriers to participation as a Services Coordinator by establishing coordinators as paid part-time employees.
WUSA’s Next 5 Years

We now wish to highlight WUSA’s thematic commitments for the next five years. They are short, but they are broad, they are meaningful and they are achievable. Combined they will let us fulfill our brand promise by learning what students want and need, giving them an opportunity to express themselves in our decisions, have access to high-value goods and services, and be part of a student community that is vibrant and supportive. Here are our five themes:

1. We will improve the ability for students to engage with WUSA and our constituency societies. These are some of the strategies we will use to achieve this:
   
   A) We will create a member management system to create better connections with our students, and allow members to document their experiences within WUSA
   B) We will review and implement recommendations from equity and governance reviews to make WUSA a place where every student can engage
   C) We will continue to engage and partner with our constituency societies and satellite campuses to support student-run programming
   D) We will implement a Student Research Program to provide meaningful roles for students and increase capacity for data collection to better understand the wants and needs of our membership

2. We will continue our commitment from our last strategic plan to build belonging and campus engagement. These are some of the strategies we will use to achieve this:

   A) We will identify and address barriers to democratic participation and employment for marginalized students and staff to ensure greater accessibility of full-time, part-time, and volunteer roles
   B) We will continue to expand and improve our Clubs Administration System and adjust to ongoing needs of student clubs
   C) We will continue to expand WUSA services and operations beyond the Student Life Centre to meet students whether in person or online
We will expand excellence in our roles and opportunities, giving students and staff opportunities for personal and professional growth. These are some of the strategies we will use to achieve this:

A) We will engage full-time staff to support student initiatives and student professional development, including through mentorship and training
B) We will invest in proper volunteer and staff appreciation and recognition
C) We will value our staff, recognizing them as a limited but valuable resource in serving students. We will uphold their health and wellbeing through committing to reasonable workloads, and support from our leadership when its needed
D) We will commit to organization-wide anti-racism efforts and training to ensure improved relationships with staff and students and improve organization wide culture

We will continue to provide commercial services and operate the Student Life Centre that fulfill student needs. We commit to efficiency and value across the organization. These are some of the strategies we will use to achieve this:

A) We will prioritize the Bombshelter Lounge Plan
B) We will continue to review of space agreements to ensure students receive quality, student funded spaces
C) We will build infrastructure for success of student papers on campus and online
D) We will continue to focus on efficiency and value through continuous improvement, while maintaining a sustainable financial position through improved Board oversight

We will increase student supports. These are some of the partners we will engage and strategies we will use to achieve this:

A) We will continue to support constituency societies and student-run services organizing events and supports for students in their communities
B) We commit to evaluation of services and programs to best support the needs of the student population, emphasizing supports for racialized, marginalized, and international students
C) We will engage alumni to support student-run funds and projects, and contribute to our community
WUSA’s Advocacy Priorities

We know our members expect us to put our vision front and center. And while there are meaningful improvements to be made in-house, we will also push for the university and all forms of government to value students in their decision making. We cannot promise success on these topics, but we can promise our effort. We have chosen to highlight only six advocacy themes. These are not our only areas of advocacy, but they are among the most frequent we hear, and are therefore some of the most meaningful to address.

1. **Housing** | The last five years have seen unfinished buildings and poor living conditions. We have begun work on a housing report that will launch a new era in our advocacy on building more and better housing to increase competition among landlords and deliver safer more affordable housing to Waterloo students.

2. **International Students** | International student tuition remains unregulated in Ontario. We will continue to ask the provincial government to institute a separate tuition regulation scheme for international students. We will also identify educational barriers unique to international students and highlight them to the university, whether that be increased health and mental health support in preferred languages, addressing xenophobia. We will finally work with our partners at UCRU to push for better paths to permanent residency for students wishing to stay in Canada, including placing greater emphasis on co-operative education terms during the application process.

3. **COVID-19** | COVID-19 is not finished and neither are we. Our organization delivered recommendations that led to increases in student grants and the Canada Emergency Student Benefit. We will continue our advocacy to the provincial and federal governments, as well as to the university to deliver high-quality online learning.
Equity and Accessibility of Education | Our commitment to equity includes identifying barriers of all oppressed students to full and safe participation in post-secondary education. We will identify these barriers through listening and through proactive study. We will address these barriers by working with decision-makers to communicate those barriers, identify solutions, and implement them, while upholding ongoing consultation at every step of the way.

Affordability | Students are concerned about their pocketbooks, and for good reason. Universities continue to expand service offerings and deliver innovative teaching, but government funding to universities remains stagnant in real dollars, and provincial financial aid has been cut. We will continue to be a bold voice at the provincial table to push for financial support for the University of Waterloo. We will also identify and push for pragmatic steps that the university can take to increase efficiency, increase value, and where possible, decrease fees.

Educational Quality | As student societies continue their good work in advocating for faculty specific policies, WUSA will continue to support them where they ask. WUSA will also continue to identify campus-wide policy changes and investments that could benefit students, and bring them to administration, making clear that what is good for student educational outcomes are also good for the university.
Call to Action
Vice President, Operations & Finance
Council Report

Alana Guevara

October 8th, 2020
1.0 Monthly Summary

Hey everyone, it’s been a busy term full of conversations and meetings. I’ll go into details below. I’d like to personally apologize for being absent recently as I’ve been dealing with some personal things while still working full time.

If anyone ever has any questions, comments, or concerns, please do not hesitate contact me via email (vpof@feds.ca), or Teams.

2.0 GRT

Given the University’s decision to have Winter term operate like the Fall term, our agreement with GRT will continue to be suspended till the end of April and we will continue to sell the Post-Secondary Term Pass and EasyGo fare cards at the Turnkey desk.

3.0 StudentCare

With the changing environment due to Covid-19, I have been working with StudentCare and the University on how we can adapt to best respond to these changes. We are on the verge of implementing a few items that would benefit all of our students. I look forward to telling you all about these once the details are flushed out, I just wanted to let you all know that work is happening on this.

4.0 SLC/PAC Expansion

The SLC/PAC expansion is scheduled to open in the Winter term and I am incredibly optimistic that this will actually happen. The working group is excited for students to see the final product. This also means that the SLC/PAC fee charges will begin in one of the 2021 terms (Likely Spring).

5.0 Winter 2021 Fee Opt-ins

Our IT team has been working on member.wusa.ca. We had the Post-Secondary Term Pass available for purchase on there for a short while this term. We are adapting it so that we will be able to put all our “opt-in-enabled” fees on there for the Winter term, including any society fees that are assessed. There is one caveat that we do not have shopping cart functionality, so students will have to pay for each fee separately. IT is attempting to have this option in the future, but it will not be ready for Winter 2021.

6.0 Commercial Operations

a. Bomber Space – The architectural designs are near completion and a draft business plan has been created. We are currently reviewing and finalizing this plan.

b. Campus Bubble/Wasabi – We are in the process of working with Plant Operations to get architectural designs for this space.
Vice President, Education
Council Report

Megan Town
November 2020
1.0 Monthly Summary

1.1 General
Last weekend was the OUSA General Assembly! It went great and we approved four policy papers. I've been spending much of my time prepping for UCRU's advocacy week and responding to student concerns.

1.2 Communications
- Town hall
- Preparation for Waterloo Virtual Open House

2.0 Projects & Goals

2.1 Teaching and Course Quality in Response to COVID-19
The survey has now closed and my co-op student is beginning to process the data. I've also asked my AVP to schedule times for us to visit societies' councils to discuss them.

2.2 WUSA Town Halls
The fall town hall went well and we are continuing to plan for town halls in the future!

2.3 Student Research Program
No significant updates since my last report.

2.4 Expanding Research Capacity
No significant updates since my last report.

2.5 Race-Based data
This work is living under the VP Student Life through the AVP Equity. It will be omitted from future reports.

2.6 External Advocacy
I had the previously mentioned meeting with Heritage Canada as well as a meeting with the Ministry of Finance. We also have a meeting coming up with the Honourable Mona Fortier.

Locally, my AVP and I will be meeting with Karen Redman, the Regional Chair for Waterloo Region.
2.7 Student Safety Committee
The committee had our first meeting where we split into working groups to address different aspects of safety.

2.8 Additional goals
Upcoming on my goals is to begin thinking about the organization's advocacy and communication processes. I hope to begin this work as much of my policy work wraps up.

3.0 Key Meetings
I invite questions on details about any of these meetings.

3.1 WUSA
- MATES about training support
- OUSA GA prep
- International student advocacy
- EAC
- Student Safety Committee

3.2 University
- Registrar’s office
- C3 Student Engagement meetings ongoing
- Academic misconduct discussion
- Learning material guidelines meeting
- UCops
- Co-op student experience advisory meeting
- Meeting with Sexual Violence Prevention & Response Office

3.3 External
- Policy advisor in federal Ministry of Finance
- OUSA virtual campus visit and associated meetings with university stakeholders
- OUSA SC meeting
- Policy advisor Heritage Canada
- OUSA GA
- Minister Fortier
Chair of the Board of Directors
Report to Students’ Council

Benjamin Easton

4 November 2020
1.0 Meetings of the Board

29 September 2020 Regular Meeting

The Board discussed the Services Review and Social Media policy, approved updates to the Committees of Board procedure, approved the Editorial Independence policy and recommended its adoption by Students’ Council, received updates from Budget, Executive and Personnel Committees. Finally, the Board discussed executive performance.

5 October 2020 Special Meeting

The Board convened in a Special Meeting with Senior WUSA staff invited to discuss student-run services and social media accounts.

20 October 2020 Regular Meeting

The Board received committee updates and discussed executive work priorities.

2.0 Board Minutes

The Board has started working with the minuting service INAMINUTE Ltd. to take minutes for our meetings going forward and to assist in completing the minutes for our meetings held previously this year.

3.0 Attendance at Board Meetings

President Simpson and I have decided that non-voting resource members of the Board will no longer be required to attend Board meetings except when requested to speak to items relating to their portfolios. All voting members were present at the 29 September, 5 October and 20 October meetings except Vice President Guevara who was excused from the 29 September meeting and Director Yang who was excused from the 20 October meeting.

4.0 Closing

As always, please do not hesitate to contact me with questions or concerns at any time at chair@wusa.ca.
APPENDIX D - OTHER REPORTS

To: Waterloo Undergraduate Students Association Council
From: John Hunte, Deputy Speaker of Council
Date: 8th November, 2020
Re: Deputy Speaker Report

Dear Council,

The following Councillors have reached or are above the threshold for removal. Explanations for absence have been included where provided.

- Jaineet Singh*
  - Councilor Singh is currently studying while living with family and must cope with an 11hr time difference.
- Manas Suri*
  - Councilor Suri is currently studying while living with family and must cope with an 9-10hr time difference.
- Aryan Narang

* Jaineet Singh and Manas Suri were forwarded questions directed at them from the October 2020 Council meeting. Jaineet’s response is attached. No response was received from Manas.

All Councillors have received warnings as per procedure.

Regards,

John Hunte
From: JAINEET SINGH <j344singh@uwaterloo.ca>
Sent: October 16, 2020 12:59 AM
To: speaker
Subject: Re: WUSA Council Attendance

1. I can attend meetings post the reading week
2. It’s 8:00 pm
3. Yes, I would love to.

Regards
Jaineet

Get Outlook for iOS

From: speaker <speaker@wusa.ca>
Sent: Friday, October 16, 2020 3:59:40 AM
To: JAINEET SINGH <j344singh@uwaterloo.ca>; MANAS SURI <m6suri@uwaterloo.ca>
Subject: WUSA Council Attendance

Dear Councillor,

At the last Council meeting, I was asked
1. Is there was an expected date that you would be able to attend Council?
2. What time is 10:30am UTC-4 in your time-zone?
3. Would you be able to submit written responses to agenda items?

As a reminder, you are currently eligible for removal at any future Council meeting upon a successful vote, which may be initiated by any Councillor.

Warm regards,

John Hunte
Deputy Speaker of Council
Director, Councillor (Math Caucus)
Waterloo Undergraduate Student Association, University of Waterloo
**Policy Title:** University Records  
**Policy Number:** 8  
**Policy Class:** Advocacy  
**Policy Category:** UA

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<th>Effective Date:</th>
<th>Approval Date:</th>
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**Sponsor:** WUSA President  
**Attachment:** Register of designated university contraventions of this policy.  
**Responsible Bodies:** Policies & Procedures Committee  
**Authority:** Federation of Students Bylaws 8.7.3

**Key Words:** Transparency, University Committees, Communication, Archival

**POLICY STATEMENT:**  
This policy addresses access to university information, which are of benefit to association membership and leadership.

**PURPOSE:**  
The decisions of University bodies are of interest to both the effective operation of the Waterloo Undergraduate Student Association and to its members. Having such records be available where appropriate, clear, accessible, and otherwise user-friendly is in the interests of students and the broader University of Waterloo community.

**DEFINITIONS:**  
*Appropriate Student Representation*- Undergraduate student membership on a committee, in either a non-voting or voting role on a committee, either elected, appointed by the association, or selected by a meritocratic process with clear  
*Committee*- For the purposes of this policy, a group of two or more individuals convened either officially or casually with the purpose or intent to undergo deliberation or some process, or to achieve some result.  
*Competitive Advantage*- Differentiating “trade secrets” or innovations of the University of Waterloo which improve its operation, teaching quality, or research output, not to be construed to include information that is simply kept quiet to avoid bad press.  
*Confidential*- Committees or processes that occur without documentation available to either the public or to all members of the University of Waterloo community  
*Deliberation*- Any formalized process of decision-making, not excluding committees or processes that create reports or recommendations, or committees that act in an advisory fashion. Excludes decision making made by an individual.
Process- Any prescribed or typical set of actions taken by a formal or semi-formal group designed to weigh considerations to deliver an end result which then carries authority or sets direction for other actions within the university.

Results- The outcome of a process, or a decision made by an individual weighing considerations to exercise discretion under their authority, that sets direction for other actions. Also, reports, memos or other documents created through deliberation or as a result of a process.

SCOPE & EXEMPTIONS:
1. This policy does not take a stance on whether university committees should be open to public attendance.
2. Certain exceptions to provisions under 2.c. and 2.d. may be revocably sanctioned by the Executive Committee.
3. Other exceptions to the broad statements of this policy are to be adjudged by the executive most responsible for that area pursuant to 2.f.
4. For avoidance of doubt, this policy does not bind the University of Waterloo as it is a separate legal entity, and simply illustrates the principles under which the Waterloo Undergraduate Student Association believes the university should act.
5. The register attached serves not as an element of this policy, but as an organizational structure to record a certain subclass of Council stances.
6. This policy does not address student membership on non-confidential committees
7. This policy guides the advocacy of the Vice President, Education, to prioritize according to capacity, opportunity and discretion, except with regard to the specific stakeholder communication requirements of 2.h. Any specific measures not included in the recommendations are encouraged to be pursued by Executive where they align with the spirit and beliefs of this policy.

POLICY COMMUNICATION:
This policy requires no communication plan, and shall be updated on various WUSA information storage systems and website in the usual fashion.

POLICY:
1. The Waterloo Undergraduate Student Association believes:
   a. In achieving functioning governance at the University of Waterloo that instills trust in all stakeholders in its decision-making;
   b. That decisions generally engender trust when processes, deliberation and results can be clearly explained to members of affected communities;
   c. In balancing the value of proprietary information where such sensitivity of information has benefits for some or all stakeholders in a decision-making process;
   d. That the Waterloo Undergraduate Student Association plays an accountability role on behalf of its members, and as such has a distinct claim to information that must be balanced against value arising from sensitive information; and
   e. That in many instances the accountability function of the association necessitates a division in information between the Executive leadership and Board of the association, and its membership.
2. Therefore the Waterloo Undergraduate Student Association establishes
   a. That unless there are strong articulable reasons related to protecting the University of Waterloo’s competitiveness, the association expects full transparency from the University on deliberative processes, decision making timelines, and clear identification of decision-making authorities;
   b. That university committees and their deliberation should be by default non-confidential when substantially and directly affecting the affairs of undergraduate students, unless there are legitimate articulable reasons that outweigh the benefits of having those committees be public in nature;
   c. That where a committee is to be confidential, and where items or discussion normally under the purview of that committee have substantial direct impacts on undergraduate students or upon the association, the University must compensate for such balancing by providing the option of association executive or other appropriate student membership on that committee. Justifications for confidentiality may be broad and inclusive of but not limited to, substantial risk to decision quality due to lack of candor, deliberation over issues of sensitive personal nature, or discussion of legal, fiduciary or competitive details of university affairs;
   d. That both confidential and non-confidential committees should engage in minute-taking of the substance of discussions of their deliberations;
   e. That results of decision-making processes should generally be made public, and done so in an expedient manner. Exceptions to results of deliberations may include sensitive personnel matters, matters of competitive advantage, and matters that require particular sequencing of release of information;
   f. Where any executive, acting as a subject-matter expert of the association, is of the opinion that a university process or body is lacking in such transparency as befits the principles of this policy, or where there is justified belief that the University is unfairly withholding results of a certain process that should be public, that executive may bring a motion to amend the register attached to this policy, to be approved by a simple majority of Students’ Council. Such an addition should clearly indicate the date of the meeting, and if desired, a date for automatic removal from the register;
   g. Non-automatic removal of a process, body, or result may be initiated by any executive, with the same threshold, or may be initiated by the Policies and Procedures Committee if it feels that such a designation is obsolete. Should such a motion be discussed and rejected at Council, the date of discussion should be added to the Register; and
   h. Upon being added to the register, the executive who made the original motion shall indicate to an appropriate university personnel member that such an action has occurred.

HISTORY:
Created or revised, July, 11, 2010
Revised, June 8, 2014
COMPLIANCE AND ENFORCEMENT:
This policy has no compliance and enforcement plan, as is typical fashion with regard to advocacy policies.

APPENDICES:

REGISTER

1. University processes:
   a. None.

2. University unreasonably confidential committees:
   a. None.

3. Confidential university committees requiring appropriate student representation:
   a. None.

4. Decisions, Reports or other Documents requested for public sphere:
   a. None.
Policy Title: Enrollment and Quality of Education
Policy Number: 14
Policy Class: Advocacy
Policy Category: UA

Effective Date: [DATE]
Approval Date: [DATE]
Last Revision Date: [DATE]
Review Year: 2023

Sponsor: Vice President, Education
Attachment: None.
Responsible Bodies: Policies & Procedures Committee
Authority: Federation of Students Bylaw 8.7.3

Key Words: Enrollment, Capacity, Students, Infrastructure

POLICY STATEMENT:
Quality of education is a key objective of the Waterloo Undergraduate Student Association, which aligns with the mission of the University, but may conflict with the economic considerations of the university’s enrollment strategies.

PURPOSE:
To establish a position of moderated growth for the University of Waterloo that does not interfere with quality of education.

DEFINITIONS:
None.

SCOPE & EXEMPTIONS:
This policy guides the advocacy of the Vice President, Education, to prioritize according to capacity, opportunity and discretion. Any specific measures not included in the recommendations are encouraged to be pursued by Executive where they align with the spirit and beliefs of this policy.

POLICY COMMUNICATION:
This policy requires no communication plan, and shall be updated on various WUSA information storage systems and website in the usual fashion.

POLICY:
1. The Waterloo Undergraduate Student Association believes:
   a. That the university has no shortage of qualified applicants for undergraduate programs, as evidenced by consistently increasing entrance averages;
   b. The university frequently achieves its aggregate undergraduate enrolment targets;
c. The mission of the university should include a commitment to world-class education;
d. That the university deserved commendation for relatively stable faculty to student ratios and maintaining the average below the U15 ratio since 2014;
e. That Waterloo’s improvement on regular faculty hiring and low level of sessional usage both deserves commendation and leaves room for improvement;
f. That full-time ad tenure-track faculty increase quality of educational programming.
g. Every University of Waterloo student deserves the chance for success; and
h. Co-op constitutes a key academic component of University of Waterloo students’ educations.

2. The Waterloo Undergraduate Student Association is concerned:
   a. That market pressures as provincial basic operating grant funding remains stagnant and human resources costs increase will lead to larger class sizes;
   b. That admittance sizes into co-op programs continue, since the 2013 iteration of this policy, to be regulated by their respective departments and not co-op, giving no safeguard against departments’ incentive to over-admit students without regard for consideration of the co-op job market;
   c. Future expansion may put stress on already stressed student services such as, but not limited to, counselling services and the Student Success Office;
   d. Enrollment planning is a largely secretive process without WUSA awareness of the guiding principles of the process, nor the results;
   e. That current satellite campuses serve as a net negative to student availability to student services and to economies of scale that would make the university more efficient to run without providing increased geographic access to students.

3. Therefore the Waterloo Undergraduate Student Association recommends:
   a. That information about enrollment planning be made more available to the association;
   b. That enrollment levels in all programs should accurately reflect the academic, structural and service capacity and capabilities of the University of Waterloo to accommodate students while maintaining and improving the high quality of their education;
   c. That strategic targeting of higher student-to-faculty ratios must not be used as a mechanism to address financial shortfalls, entailing;
   d. That proportional increases in student population should lead to proportional increases in instructor numbers, and corresponding increases in student services where student-to-staff ratios are meaningful;
   e. That satellite campuses should receive increased attention and strategic targeting to achieve similar levels of student services to those available on main campus;
   f. That the University of Waterloo shall not pursue any new satellite campuses in Southwestern Ontario or the Greater Toronto-Hamilton Area;
   g. That the Provost, in conjunction with Waterloo Co-op develop a protocol enabling the tying of sustained unemployment rates of co-op students in appropriately themed job placements to restrictions on recruitment levels for those programs;
   h. That the university set aggressive public targets for student space, caps on deferred maintenance and student services service levels.; and
i. That the university continue to increase its full-time and tenure-track instructor complement as a proportion of its full academic staff.

**HISTORY:**
Created or revised, November 14, 2010
Revised, August 3, 2014

**COMPLIANCE AND ENFORCEMENT:**
This policy has no compliance and enforcement plan, as is typical fashion with regard to advocacy policies.

**APPENDICES:** Cipher.
**Policy Title:** Financial Aid & Tuition Set-Aside  
**Policy Number:** 18  
**Policy Class:** Advocacy  
**Policy Category:** EA  

**Effective Date:** [DATE]  
**Approval Date:** [DATE]  
**Last Revision Date:** [DATE]  
**Review Year:** 2023  

**Sponsor:** Vice President, Education  
**Attachment:** None.  
**Responsible Bodies:** Policies & Procedures Committee  
**Authority:** Federation of Students Bylaw 8.7.3  

**Key Words:** Affordability, Tuition, Student Financial Aid, International Student Aid  

**POLICY STATEMENT:**  
Affordability is something always on members’ minds. Government funding of student financial aid has been the major component of how university has remained affordable for Canadian student even while tuition rates have steadily increased at this university and others. Effective design of this system and continued investments into the future are essential to continuing to address affordability at the University of Waterloo.  

**PURPOSE:**  
To address the financial implications of increasing tuition rates, and establish a set of recommendations for government action on increasing equity and affordability in the post-secondary system.  

**DEFINITIONS:**  
- **Canada Student Grants and Loans Programs** - Programs of the federal government that give out non-repayable grants and repayable loans, and is integrated under the Canada-Ontario Integrated Student Loans agreement, and is included in OSAP amounts  
- **Ontario Student Assistance Program** - A program of the Ontario government established to improve affordability to students by providing loans and grants  
- **Post-Secondary Student Support Program** - A program of the federal government and administered by band councils intended to provide free tuition and living expenses to Indigenous students in Canada. This program is limited by the funds budgeted for it, and years of decreased funding have led to shortfalls relative to qualified applicants.  
- **Professional Second Entry Programs** - Programs that are entered into after a first undergraduate degree for preparation in a non-academic profession, such as optometry, pharmacy, medicine, public policy, law or masters in business or accounting.  
- **Repayment Assistance Program** - A program of the Ontario government which assists graduates without the financial means to repay their student loans.  

**Student Access Guarantee** - A policy of the provincial government which asserts that no Ontario student shall face an inability to afford post-secondary education.

**Tuition Set Aside** - A policy mandate of the provincial government that allocates 10% of any increases in university budgets attributable to tuition increases towards further available support for OSAP-eligible students. This funds Waterloo work-study jobs and some Waterloo bursary funding.

**SCOPE & EXEMPTIONS:**
This policy guides the advocacy of the Vice President, Education, to prioritize according to capacity, opportunity and discretion. Any specific measures not included in the recommendations are encouraged to be pursued by the Vice President where they align with the spirit and beliefs of this policy.

**POLICY COMMUNICATION:**
This policy requires no communication plan, and shall be updated on various WUSA information storage systems and website in the usual fashion.

**POLICY:**
1. The Waterloo Undergraduate Student Association believes:
   a. That post-secondary education should be affordable;
   b. That universities and governments have an obligation to ensure that individuals are not held back from a university education by chance of birth and socio-economic status, and that all willing and qualified students should have access to post-secondary education;
   c. International students play a role in subsidizing the operation of the university, but deserve respect and the same consideration for socio-economic equity as domestic students;
   d. That financial aid, when government facilitated, should generally be geared toward needs-based funding; and
   e. That direct government funding of financial aid, especially the Ontario Student Assistance Program, Canada Student Loans and Grants programs and the Post-Secondary Student Support program, remains necessary to provide equitable access to students.
2. The Waterloo Undergraduate Student Association is concerned:
   a. Tuition continues to expand, with compounding effects;
   b. That though government financial aid kept pace with increased tuition costs until cuts to Ontario funding in 2019, some Waterloo programs are of a significantly higher tuition and may require additional measures beyond direct government funding to make post-secondary education affordable;
   c. That international tuition, if increased at 15% each year, will culminate in tuition doubling every five years, leading to substantial effects for the many Waterloo international students from families with limited financial means; and
   d. That there are multiple improvements that could be made to increase financial security for students that could be implemented to improve financial security for
both domestic and international students, putting them on the right foot to engage fully in the Canadian economy after graduation.

3. Therefore, the Waterloo Undergraduate Student Association recommends:
   a. Increased funding to the Canada Student Grant and Ontario Student Assistance Program grants, targeted based on needs assessments that include regional living disparity and program tuition disparity, including partial or full restoration of funding cut by the Ontario government in 2019.
   b. The Canadian government should assure sufficient funding and administrative reform to the Post-Secondary Student support program such that each Indigenous person who meet admission requirements and wishes to attend university receive tuition, a regionally tailored living stipend based on a needs assessment, and a travel stipend reflecting cost of a round trip at least two times per year;
   c. The Ontario government should remove recent penalties for financial aid in professional second entry programs to reflect the need for highly skilled doctors and lawyers even at a time when professional program tuition is increasing rapidly;
   d. That governments make use of loans as a tool to leverage public dollars further, but should not do so to an extent that saddles students with unreasonable amounts of debt;
   e. That both provincial and federal governments collaborate on improvements to education savings plans, especially those where progressively designed incentives are given, however, priority in public expenditure should be given to needs-based student grants, which are the most accurate way of targeting need equitably in the post-secondary system;
   f. That the Ontario government continue the Repayment Assistance Program;
   g. That the Ontario government continue the Student Access Guarantee for domestic students;
   h. That alongside the provincial domestic tuition set-aside, the provincial government partner with the federal government and international revenue agencies to design a system of 10% international tuition set-asides across Ontario;
   i. That the Ontario government require annual public reporting on set-aside funding and operations at each university;
   j. That the Ontario government mandate a minimum university percentage expenditure of set-aside funds in direct aid not related to employment; and
   k. That the Ontario government permit unneeded set-aside funding to be placed in investment accounts for further use.

HISTORY:
Created or revised, April 30, 2010
Revised, July 6, 2014

COMPLIANCE AND ENFORCEMENT:
This policy has no compliance and enforcement plan, as is typical fashion with regard to advocacy policies.
APPENDICES: Cipher.
Review of Policies and Procedures

A. Overview

I. Purpose of Procedure

This procedure:

1. Provides for the periodic review of the policies & procedures of Students’ Council by the Policies and Procedures Committee (PPC) or by other committees of Council.
2. Gives the PPC the power to make editorial changes to the policies & procedures.

II. Purpose of Policy Review

1. The purpose of a policy review is to perform a cursory examination of how circumstances may have changed since the adoption of a policy and to determine whether the policy has become obsolete, is in need of re-examination, or continues to apply.
2. The review also serves to ensure that Students’ Council is informed of any potentially expiring policy before its expiry date.
3. A policy review may also suggest amendments of a minor nature, such as updating statistical facts or making insubstantial changes, or may suggest more substantive changes to reflect the changing priorities and goals of the organization.

III. Purpose of Procedure Review

1. The purpose of a procedure review is to comprehensively examine a procedure and update it as needed.
2. A procedure review may suggest any action related to the subject-matter of the policy, including that an existing procedure be followed or enforced.

B. Review Process

1. When a policy or procedure is due to be reviewed, the committee responsible shall initiate a review of that policy or procedure. It is the chair’s responsibility to ensure that the review be started by the committee.
   a. An advocacy policy is due to be reviewed if it expires in less than a year.
   b. A corporate policy is due to be reviewed if it was last adopted or reviewed more than three years ago, or it may specify a more frequent interval for review.
   c. A procedure is due to be reviewed if it was last adopted or reviewed more than
four years ago, or it may specify a more frequent interval for review.

2. Nothing in this policy should be interpreted as preventing the committee from initiating a review before the policy or procedure becomes due.

3. Except as otherwise specified in the procedures or policy, or as ordered by Council on a case-by-case basis, or as outlined in the policy or procedure itself, the PPC is responsible for all reviews. The PPC may delegate such reviews to other committees as part of that responsibility without requirement of approval by Council.

4. The committee shall report the results of the review (or its lack of agreement on the recommendations) to Student’s Council upon its completion, usually in the form of a motion to renew, amend or rescind.

5. The committee should recommend action to be taken on the policy or procedure under review, such as that the policy or procedure be rescinded, amended, and/or renewed, or that Council or another (specified or unspecified) committee should consider the merits of the policy in more detail.

54. In the event of failure to renew an expiring policy by the time it expires but wishes to pursue its review, PPC shall request the Secretary of Students’ Council to note the expired status in the review date section of the policy or procedure.

65. In the event that PPC foresees no reasonable instance in which the expired policy shall be renewed or reviewed, it shall request the Secretary of Students’ Council to make note at the next Council meeting, and, if there should be no objection, remove the body of the policy from the organization’s policy document.

76. A renumbering of policy shall occur every ten years, in years ending with the digit “5”, beginning in May of that year, where expired policies are removed and PPC engages in a review of policy ordering and numbering, and recommends any proposed changes to the order to Students’ Council in the consent agenda of the September meeting, or a later meeting of that governing year if PPC so chooses.

C. Editorial Changes

1. The Policies and Procedures Committee may make editorial changes to policies & procedures, including reformatting, correcting typographical or grammatical errors, renumbering sections, and updating cross-references.

2. Such changes must not affect any substantive aspect of the policy or procedure, and may not include the renumbering of a policy or procedure.

3. When Council makes an amendment to a policy or procedure that relies on out-dated
references, the Speaker shall inform Council of the correct intended interpretation of the amendment as soon as it is discovered and this shall be noted in the minutes, and the amendment shall be interpreted accordingly.
POLICY STATEMENT:
This policy addresses student rights to their own intellectual property, including how this applies to plagiarism and discipline at Waterloo. WUSA believes that any software which is recommended for use by students should be optional, without penalty, and robustly protect students’ privacy and security.

PURPOSE:
This policy originated to protect the intellectual property of students from compulsory licensing to anti-plagiarism corporations, and preserve the right of students to have their intellectual property privy to only the university. It has been extended to include WUSA’s positions regarding plagiarism and student intellectual property, generally.

DEFINITIONS:

*Academic Integrity* - The application of ethics and upstanding behaviour to academic work, including both following established rules within the academy, and a dedication to the spirit of fairness, respect of others’ work, accurate representation of your own abilities & the value of the University of Waterloo brand.

*Intellectual Property* - Property enshrined by law that comes from creativity or production of the human mind, and typically belonging to its creator, unless lawfully acquired by another party.

*Plagiarism* - A broad class of academic offences stemming from lack of or improper attribution of ideas to those requiring credit, and extends to but is not limited to failure to cite sources for quotes, copying other’s assignments, using services either paid or free to create content for assignments, or paraphrasing other material without attribution.
WATERLOO UNDERGRADUATE STUDENT ASSOCIATION
POLICIES

Plagiarism Detection Software- Software, such as Turnitin and MOSS that checks submitted work against other submitted work by other students, and a database of other past submissions to highlight potential instances of plagiarism to instructors for further investigation.

SCOPE & EXEMPTIONS:
This policy guides the advocacy of the Vice President, Education, to prioritize according to capacity, opportunity and discretion. Any specific measures not included in the recommendations are encouraged to be pursued by the Vice President where they align with the spirit and beliefs of this policy.

POLICY COMMUNICATION:
This policy requires no communication plan, and shall be updated on various WUSA information storage systems and website in the usual fashion.

POLICY:
1. The Waterloo Undergraduate Student Association believes:
   a. That student assignments and assessments are works that contain thought and personal expression, and therefore answers or student created works are copyrighted works\(^1\).
   b. That submission for marking provided by the university constitutes an exclusive and non-transferrable license of copyrighted works to those staff associated with the course.
   c. That the expectation that students not plagiarize is fair, and instructors have a responsibility to follow disciplinary procedures to punish those who plagiarize to protect the value of a University of Waterloo credential.
   d. That discipline should be fair, but remedial where possible.
   e. Alternatives to automatic plagiarism detection should be fair and equitable
   f. That all members of the university community have a role to play in cultivating a culture of academic integrity
   g. The university should, at all times, safeguard the privacy and security of students’ information.
2. The Waterloo Undergraduate Student Association is concerned:
   a. That use of automatic plagiarism detection software retains copies of students’ intellectual property, and its destruction is not assured.
   b. That automatic plagiarism checking can show similarity due to the large database of other submissions, and onus may easily fall on students to disprove plagiarism from those who they do not know.
   c. That issues of plagiarism are exacerbated by lack of variance in assessment.

\(^1\) https://www.lib.sfu.ca/help/academic-integrity/copyright/students/protection-students

Federation of Students November 8, 2020
d. The University may neglect students’ privacy or security in the use of 3rd party assessment software.

3. Therefore, the Waterloo Undergraduate Student Association recommends:
   a. That the University continue its practice of providing students an alternative to use of private plagiarism detection services, and that such actions be made universal across all courses using plagiarism detection software at the University if not already in place
   b. That the University expand this practice to include all 3rd party assessment software or web applications, including proctoring software
   c. That student permission for any licensing of work, including for marking by individuals other than the instructor or TAs, must be explicit
   d. That students continue to be informed about these options clearly within their course syllabi
   e. That all University of Waterloo plagiarism detection systems must robustly protect the creator’s ownership of intellectual property, as outlined in the company’s privacy statement and policies
   f. That alternatives provided to 3rd party assessment tools should not constitute undue extra burden as a means of dissuading students from exercising their rights including through adding extra work to the assignment or providing bonuses for using automatic software
   g. That the University ensure any software suggested for use in the courses or research robustly protects students’ privacy and security

HISTORY:
Date of Origination unknown
Updated or written, October 2013

COMPLIANCE AND ENFORCEMENT:
This policy has no compliance and enforcement plan, as is typical fashion with regard to advocacy policies.

APPENDICES: Cipher.
WATERLOO UNDERGRADUATE STUDENT ASSOCIATION
POLICIES

Policy Title: Student Discipline
Policy Number: 33
Policy Class: Advocacy
Policy Category: UA

Effective Date: [DATE]
Approval Date: [DATE]
Last Revision Date: [DATE]
Review Year: [YEAR]

Sponsor: Vice President, Education
Attachment: None.
Responsible Bodies: Policy and Procedures Committee
Authority: Federation of Students Bylaw 8.7.(3) & Federation of Students Object 8

Key Words: Student Discipline, University Policy 71, Appeals, Academic Integrity, Plagiarism

POLICY STATEMENT:
[Describe issue addressed by the policy including, where appropriate, linkage to the Strategic Plan]

PURPOSE:
This policy establishes the Waterloo Undergraduate Student Association’s position with regard to academic integrity and student discipline, and to guide the work of the Executive with regard to advocacy on University discipline policies.

DEFINITIONS:
Academic Integrity: The application of ethics and upstanding behaviour to academic work, including both following established rules within the academy, and a dedication to the spirit of fairness, respect of others’ work, accurate representation of your own abilities & the value of the University of Waterloo brand.

SCOPE & EXEMPTIONS:
This policy guides the advocacy of the Vice President, Education, and President to prioritize according to their capacity, opportunity and discretion. Any specific measures not included in the recommendations are encouraged to be pursued by Executive where they align with the spirit and beliefs of this policy.

POLICY COMMUNICATION:
This policy requires no communication plan, and shall be updated on various WUSA information storage systems and website in the usual fashion.
WATERLOO UNDERGRADUATE STUDENT ASSOCIATION

POLICIES

POLICY:

1. The Waterloo Undergraduate Student Association believes:
   a. That students have an obligation to one another to participate in the University environment in a fair manner reflecting integrity
   b. That academic integrity increases the value and prestige of University of Waterloo degrees, diplomas and other designations, and instills dignity in quality work of all members of the community
   c. That fair academic discipline is required to ensure these benefits.
   d. That academic discipline can, should and must be accompanied by other measures to promote a culture of academic integrity at the University of Waterloo.
   e. That an academic discipline system must balance punitive measures to dissuade actions and remedial opportunity for growth.
   f. That unintentional transgressions of academic integrity are signals of systemic and cultural failure, rather than personal failure.
   g. That all members of the University community have a role to play in cultivating a culture of academic integrity.
   h. That the Waterloo Undergraduate Student Association, as a collective representative for students, should have a prominent role in stakeholder consultation by the University for student discipline policy development
   i. That a university culture and system of promoting academic integrity must rely on education, practice and reinforcement, leadership, and resources.
   j. That the Waterloo Undergraduate Student Association’s role is that of an advocate for the mistreated, and general compassion within the system, but to support disciplinary decisions where justified and fair.

2. The Waterloo Undergraduate Student Association is concerned:
   a. Punishments for academic misconduct may not be commensurate with the action undertaken and associated circumstances
   b. Students may not understand the value, or reasons for enforcement, of proper academic conduct
   c. The University may prioritize punishment over restorative justice and building a culture of academic integrity
   d. Students may be unfairly punished for the actions of others, particularly as a result of online communications
   e. Students may be unaware of the permissible forms of collaboration for assessments throughout the term
   f. Academic conduct is not equivalently enforced for instructors

3. The Waterloo Undergraduate Student Association therefore recommends:
WATERLOO UNDERGRADUATE STUDENT ASSOCIATION
POLICIES

a. That the University review the assessment penalty guidelines for undergraduates no less often than every five years, and include substantive consultation with the Vice President, Education, or another undergraduate student as the Vice President sees fit.

b. That evaluations of appropriate penalties with regards to academic integrity violations—especially those regarding plagiarism—attempt to ascertain likelihood that the transgression was intentional, and if unintentional, to treat as a mediating factor in applying the penalty assessment guidelines.

c. That the University adequately fund and support academic integrity resources on campus, including but not limited to the Academic Integrity Office, the academic integrity app.

d. That students should be exposed, through a portion of a lecture in a mandatory 100-level course in their discipline, information dedicated to the importance and practice of academic integrity, and academic integrity resources on campus.

e. That specific rules for discipline in the case of wildly circulated communications, such as emails or online messages, be developed in consultation with the Waterloo Undergraduate Student Association.

f. That the University create a requirement for each course to explicitly state, in the syllabus, the accepted aids in each assessment.

g. That the University uniformly enforce academic integrity for instructors and students.

HISTORY:
Date of Origination unknown
Updated or written, June 2013

COMPLIANCE AND ENFORCEMENT:
This policy has no compliance and enforcement plan, as is typical fashion with regard to advocacy policies.

Students’ Council recommends that the Vice President, Education, inquire with appropriate University personnel to determine the prospect of the Waterloo Undergraduate Student Association having involvement in regular review of undergraduate penalty guidelines.

APPENDICES: Cipher.
Fall 2020 By-Election Memo

Dates:

Nominations: September 15 – September 21
Interim Period: September 22 – September 23
Campaign Period: September 24 – September 30
Voting Period: September 28 – October 1
  • Voting period extended by one day to October 1

Elected Candidates:

WUSA Students’ Council – Math

• **Elected: Brian Imax Chau**
  ◦ *Despite not meeting the vote quota, MathSOC decided that candidate Brian Imax Chau should be acclaimed into the position.*

• Quota: 203
• Declines: 19 (4.5%)  
• Number of Voters: 424
   Eligible Voters: 9158

Round 8:

<table>
<thead>
<tr>
<th>Candidate Name</th>
<th>Number of Votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chau, Brian (lmax) (lmax4council)</td>
<td>201.0</td>
</tr>
<tr>
<td>No candidate</td>
<td>0</td>
</tr>
<tr>
<td>Deng, Tian</td>
<td>0</td>
</tr>
<tr>
<td>Chen, Cher</td>
<td>0</td>
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<tr>
<td>Rohatgi, Yash (vote4yash)</td>
<td>0</td>
</tr>
<tr>
<td>Zhang, Wen (Wen Zhang)</td>
<td>0</td>
</tr>
<tr>
<td>Goyal, Akshar</td>
<td>0</td>
</tr>
<tr>
<td>Lamba, Abhiraj</td>
<td>0</td>
</tr>
</tbody>
</table>

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WUSA Students’ Council – Science

- **Elected: Mark Antonio Brutto**
  - Yes: 81 (46.3%)
  - No: 14 (8%)
  - Declines: 16 (9.1%)
- Number of voters: 175
  Eligible voters: 5837

Senate – Math

- **Elected: Catherine Dong**
  - Yes: 223 (70.3%)
  - No: 18 (5.7%)
  - Declines: 16 (9.1%)
- Eligible voters: 9158
  Number of voters: 317

Senate – Science

- **Elected: N/A – There were no candidates for this position. No nominees obtained the minimum number of signatures.**