Federation of Students’ Special Council Meeting

ONLINE, MICROSOFT TEAMS

Chair: President Simpson  Secretary: Mike Cimetta

ATTENDANCE

The following members were present*:

- Simpson, Abbie (President)
- Souza, Abigayl
- Fatima, Aiman
- Guevara, Alana (VP, Operations & Finance)
- Helka, Amanda Nicole
- Souza, Angela
- Easton, Benjamin (Chair of the Board)
- Benson, Carly Marie
- Yang, Edward (he/him)
- Gondosiswanto, Evelyn (Assistant Secretary)
- Hallen, Frances
- Chen, Jason
- Tse, Jeffrey (President, MathSoc)
- Hunte, John (Deputy Speaker)
- Ma, Joseph
- Recchia, Jule

* remote | † late

- Sharma, Kanan (he/him)
- Zhu, Karl
- Von Friedl, Katherine (President, EngSoc A)
- Jolicoeur-Becotte, Marie
- Brutto, Mark
- Casale, Matthew (President, EngSoc B)
- Abouelnaga, Nada (VP, Student Life)
- Couzens-Brown, Nathanial (President, ASU)
- Dosen, Nick (he/him)
- Dragusin, Rebecca
- Leo, Shanelle
- Macci, Sumayyah
- Ikeno, Vicky (Representative, RASC)
- Shi, Victoria (President, ESS)
- Ghuwalewala, Vidyut (he/him)
- Macri, Vincent
The following members were absent:

- Chau, Brian
- Dong, Catherine*
- Yanez Vasquez, Jairo Josue
- Dhillon, Jaskaran (he/him)*
- Abate, Lily*
- Sedik, Marco (Representative, SoPhS)
- Schwarze, Matthew*
- Azam, M. Sikandar
- Hymers, Meaghan (President, SJUSU)
- Town, Megan (VP, Education)*
- Ahmed, Mehida
- Roxas, Niks
- Ye-Mowe, Stephanie*

* regrets

The following members were present in the gallery and wished to be noted in the record:

- ZuMot, Samer
- Cimetta, Michael (Recording Secretary)

PRELIMINARIES

CALL TO ORDER

A quorum being present, President Simpson called the meeting to order at 10:38 am.

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."

APPROVAL OF THE AGENDA

Be it resolved that Council adopts the agenda as presented.

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

APPROVAL OF MINUTES

No minutes have been received for approval at this time.
REPORTS

EXECUTIVE REPORTS

President (Simpson)

President Simpson did not submit a written report for the agenda; it has been a busy week and the report will be circulated following the meeting. She has been spending a lot of time on CoSMH and some recommendations of concern that some of the student representatives have.

President Simpson reported that the Imprint deal would be closing at the end of the month. She added that PPC would be meeting in the next week and there are a few policies coming down the pipeline.

She mentioned that leading the overhaul of executive transition has been taking a great amount of time plus some work with VPSL on the University’s HREI Review. Abbie also recently spoke at the International Women’s Day Breakfast.

Councillor Sharma asked if there were any updates on the equity review. President Simpson said the external consultant we were working with did not get back to us. She is finding other external consultants who will be more helpful.

Vice President, Operations & Finance (Guevara)

Vice President Guevara had nothing to add to written report. She highlighted the communications around the RAISE event that were outlined in it.

Vice President, Education (Town)

Vice President Town was away at OUSA General assembly but there was a written report included in the agenda and all follow up comments and questions can be sent to Megan via email.

Vice President, Student Life (Abouelnaga)

Vice President Abouelnaga reported that she had a meeting with Stakeholder Relations Officer, President and HREI about their review and what we would like to see come out of that review. President Simpson mentioned there would be email communications about this so feel free to follow up when you see that.

Vice President Abouelnaga mentioned that coordinator hiring would be happening this week and next. Hiring AVP equity for next exec year will also be happening in that time frame.

Councillor Yang asked about the services review motion. Vice President Abouelnaga clarified that though the motion is in her section, it is at the desire of full time staff. President Simpson further expanded that full-time staff needed more time to collect data. There are another 3 services to be reviewed in the spring.

Whereas the organization is currently undergoing a services review; and
Whereas the Students’ Council approved the services review in Fall 2020; then

Be it resolved that the Students’ Council extends the final services review report to December 2020.

Vice President Abouelnaga and Deputy Speaker Hunte.

Motion carries

Getting back to questions, Councillor Sharma asked about the university’s announcement that they hope to have more on-campus in fall 2021. Do we know what the residence numbers might be? Vice President Abouelnaga said the announcement came too quick and not with many details. Once the Campus Life department gets a chance to meet in the coming week, there will be further discussions.

**Board of Directors Report**

Chairman Easton joined the call from OUSA General Assembly to report that Board considered a motion to rename the Capital Improvement Fund to rename it after former VPOF Seneca Velling. Board decided that it would be more appropriate to give Seneca honorary membership. If 2/3 of council votes in favour he will have honorary membership in recognition of the work he did to assure the financial health of the organization. Councillor Macri asked how often WUSA has done this. Chairman Easton did not recall a time when someone was named by Honourary Life Membership Committee in the last couple years. President Simpson expanded to say that it is a social membership without power.

Whereas the Board of Directors has recommended to Students’ Council the consideration of former Vice President, Operations Finance Seneca J. Velling for honorary membership,

Be it resolved that Students’ Council name Seneca J. Velling an honorary member of WUSA.

President Simpson and Deputy Speaker Hunte.

Motion carries

**Representative Reports**

**Applied Health Sciences Caucus**

Councillor Jolicoeur-Becotte said it has been slower recently but they are still moving along with some of the department name changes.

**Arts Caucus**

Councillor Dragusin said ASU is trying to hold an online virtual EOT gala. IT was also reported that the Arts Student Union election is upcoming.
Engineering Caucus

Councillor Souza said that ESCO had its conference. Certain members were able to attend. Some representatives supported a motion to get better value for money for online education or at least better quality.

Environment Caucus

ESS President Shi said Environment Student Society just finished their general election. Some open positions are going into byelection next week.

Mathematics Caucus

Deputy Speaker Hunte mentioned that he had been looking into complaints into the academic pause. It seemed like a great idea but it seems that some complaints have come to light that professors did not follow it fully. Councillor Sharma said MathSOC GM is the morning of the day of WUSA’s GM. He also mentioned that he is working with the faculty on some wellness initiatives for students in math.

Science Caucus

SciSoc President Benson mentioned that grad boxes are coming along. They have supplies and are working on a safety plan to find a space to assemble them. They have also launched their online retail store and are in the process of holding general elections. Deputy Speaker Hunte asked about Grad Boxes and what’s in them. Carly said it is a project inspired by WUSA Boxes. They were an attempt to replace the end of year grad ball. There are some secret items but the announced items are a water bottle and tote bag.

Cambridge Campus

Councillor Chen mentioned that their lounge refurbishing budget was set. He also mentioned that there are incoming WASA executives. In response to this, President Simpson said she is happy to make new connections with the incoming execs in the terms going forward. WASA has begun to recruit leaders for Orientation. welcomed their new cohort. It was done completely online and it seems to have gone really well. Looking forward to this term.

Kitchener Campus

Councillor Helka mentioned that the final licensing exams did go on as the government reclassified the rules that were restricting them before. Also, over the past 2 weeks, every cohort had a chance to have a town hall for senior staff as to what will happen in spring and fall. There were curriculum changes presented. Some courses that did not seem to be filled with enough content have been combined. These changes are in their proposal changes and will not likely impact students for another two years, but it is good to see updates.
Stratford Campus

No representative was present

St. Jerome’s University

Councillor Leo said SJU Students Union would be having elections on Monday. She also mentioned that “Gala in a Box” was a project that would be happening and students should check Instagram for more details.

Renison University College

Nothing to report.

OFFICERS OF COUNCIL REPORTS

Speaker

President Simpson reminded everyone about the Town Hall on Thursday. She will send an invite once the virtual event is set up. It is her hope that one representative from each of the constituent society is present.

Saturday is when the General Meeting will be taking place at 1 PM Waterloo Time. Attendance is required.

Reminder to all councillors: Executive do their best to work with council, not against. If there is anything that could lead to disagreement, it is best to not share it online immediately, especially on anonymous websites. President Simpson is happy to sit down to clarify anything that is contentious. This is better than such items stirring up misinformation and outrage online.

Deputy Speaker

Nothing to report.

Secretary

Nothing to report.

SPECIAL ORDERS

STUDENT ACCESSIBILITY COMMISSIONER PRESENTATION

RASC Representative Ikeno gathered the information from the accessibility survey – this is not yet the complete report but some early info. The survey received 474 responses and focus groups were assembled in late February. More will be held. When it came to areas of concern, the AccessAbility Services office seemed to be the highest rate from 47%. Other areas included PAS, MC, RCH and gender neutral washrooms.
Twenty-two students brought up complaints about treatment from professors in the survey. In the focus groups, it was further explored that online learning has highlighted other accessibility issues.

Next steps include collecting more data from people with lived experiences. RASC Representative Ikeno is also waiting to hear from remote campuses and SJ. Vice President Town will be sending an email to OUSA representatives to see what other schools have done for accessibility advocacy. The first draft of the report will be available at the final council meeting next month. President Simpson expanded to say that the final report will be the work of the next exec team.

RASC Representative Ikeno also thanked Councillor Yang for sending a reddit thread concerning accessibility concerns of a grad student—she sent it to the GSA.

President Simpson said there is a lot of focus on a lot of reviews and overhauling transitions this year. We want to focus on those priorities. She is asking that we suspend this committee. Last meeting President Simpson was asked about putting out applications for at-large members and we did not receive enough students. We will not have time to collect more applications for this before the GM. Deputy Speaker Hunte also voiced his support for the motion.

NEW BUSINESS

MEDITATION RESOURCES FOR STUDENTS

_Councillor Yang and Deputy Speaker Hunte._

Councillor Yang got questions from students about the meditation app/service Headspace. They referenced how some companies purchase batches of subscriptions for their employees and wondered if there is a potential for WUSA to support subscriptions for students. Vice President Guevara said from her end, it sounds like a good idea but we would need to figure out costs and financing. Councillor Souza said it is a pretty good idea and if students could have some sort of subsidized membership with expanded content. The cost concerns are an important constraint to look into. President Simpson said Campus wellness recently came up with a framework with how they look into 3rd party apps and services. They said they did not look into Headspace. President Simpson can send an email to show that council was in support of Headspace being evaluated. Deputy Speaker Hunte mentioned some options would be using the health fund or partnering with the university which would give them some good PR. President Simpson said she would take an informal straw poll to see if there was general support for her to communicate this ask with Campus Wellness. There was no opposition to this.
ANNOUNCEMENTS

ANNOUNCEMENTS FROM THE SPEAKER

• The next meeting of Students’ Council will be held on April 18th on Microsoft Teams @ 10:30 am local Waterloo time.

• Vice President Guevara said emails about spring fees went out but they have not heard back from some societies and endowments so please respond to those.

• President Simpson reminded councillors about the General Meeting. There is a light agenda and everyone needs to be there. IT is making a special link for the meeting. Right now everyone should have a placeholder calendar event. John clarified that there will be a separate link for councillors and general public to allow the councillor delegates to vote.

ADJOURNMENT

Be it resolved that the Speaker adjourned the meeting at 11:36 AM.
Federation of Students’ Council Agenda

Regular Meeting

Online Meeting

Chair: Abbie Simpson  Secretary: Alana Guevara

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, Nathanial (President, AHSUM)
- DeSouza, Abigayl
- Abate, Lily
- Ghuwalewala, Vidyut
- Yanez, Jairo
- Dragusin, Rebecca
- Couzens, Nathanial (President, ASU)
- Yang, Eumin (Edward)
- Souza, Angela
- Hallen, Frances
- Ma, Joseph
- Yang, Edward
- Von Friedl, Kat (President, EngSoc A)
- Casale, Matthew (President, EngSoc B)
- Ye-Mowe, Stephanie
- Dhillon, Jaskaran
- Shi, Victoria (President, ESS)
- Schwarze, Matthew
- Tse, Jeffrey (President, MathSoc)
- Dong, Catherine
- Sharma, Kanan
- Ukrani, Mahaveer Jai
- Zhu, Karl
- Chau, Brian
- Azam, M. Sikandar
- Dosen, Nick
- Bruto, Mark
- Macci, Sumayyah

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

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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.

No minutes have been received for approval at this time.

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)
2. Vice President of Operations and Finance (Alana Guevara)
3. Vice President of Education (Megan Town)
4. Vice President of Student Life (Nada Abouelnaga)

(a) Whereas the organization is currently undergoing a services review; and
Whereas the Students' Council approved the services review in Fall 2020; then
Be it resolved that the Students' Council extends the final services review report to December 2020

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.

Speaker’s Note: The following motion was referred to Council by the Board.
Pursuant to Bylaw 3(3)1a, this motion requires 2/3 vote to pass.

Whereas the Board of Directors has recommended to Students' Council the consideration of former Vice President, Operations & Finance Seneca J. Velling for honorary membership,

Be it resolved that Students' Council name Seneca J. Velling an honorary member of WUSA.

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)
2. Deputy Speaker (John Hunte)
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.

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 Student Accessibility Commissioner Presentation
Speaker’s Note: This item is scheduled to commence at 11:30am.

Council gives leave for a presentation from Vicky Ikeno as Student Accessibility Commissioner.
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.

There are no General Orders.

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 April 18th, 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

Vice President, Operations & Finance
Council Report

Alana Guevara
March 21st, 2020
1.0 Monthly Summary

One more month y’all!

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

2.0 Health & Dental

I have been meeting with StudentCare about last year’s financials. We will be meeting in the coming month to calculate and discuss next year’s fee amounts for Matthew to send to the University’s Board of Governors in the Spring term.

3.0 SLC/PAC

I did a walkthrough of the expansion recently and it’s looking great! The new deadline for opening is May. Do with that what you will…

4.0 GRT

I met with GRT recently. We will be suspending the agreement for the Spring term and selling the term pass and EasyFare cards at Turnkey. We will be meeting again in early May to discuss the Fall term and possible solutions to allow the reinstatement of the agreement moving forward.

5.0 RAISE Conference Concerns

There was a recent Reddit post concerning the funding of the RAISE conference. This post contained some alarming information that I would like to address so you can all have some answers if asked.

i. “it seems ridiculous to be paying someone 20K to speak at a virtual conference and I don’t think it’s follows WUSA’s value for money policy”

   a. Good speakers cost money. Angela Davis is a renowned political activist with years of experience to offer. I have not researched past speakers at the University, but I am sure there have been some who have charged this much if not more. Not to mention that this fits perfectly within RAISE’s mandate.

   b.

      i. $11,300 of their funding came from University Departments.

      ii. $3,500 came from RAISE’s budget, which they and the Services Manager have control over.

      iii. $6,000 came from the President’s, VPSL and AVP Equity’s budget lines for Special events which is at their discretion and was approved by the VPOF.
iv. $16,000 was contributed by Laurier.

v. Lastly, they were approved up to $10,000 from EOI. This is approved by the Internal Funding Committee and is not a part of WUSA’s budget. It should also be noted that the wording is “up to”. EOI and SLEF involve a reimbursement process where the applicants must submit receipts to receive any money. Therefore, RAISE will not receive any funding over the necessary amount to run this conference.

II. “In a time where the organization is probably struggling financially” – This is an assumption and grossly implies incompetence, not only on my part, but on the many staff members paid by students to manage the service, their conference and WUSA’s entire budget.

III. “No doubt students are frustrated by WUSA fees especially the talks about them going back to mandatory”
   a. Are we struggling financially or charging fees we shouldn’t in order to cut students’ costs? We cannot have it both ways.
   b. BAC is a confidential committee comprised of counsellors and directors. Conversations being had at these meetings are generally about what’s best for the continuation of the organization. I do not know how a student has information about this committee’s confidential conversations, but it is absolutely inappropriate.
   c. Aside from the above, a change to mandatory would require both Board and Council approval. If that is the course of action WUSA ultimately takes, it will be after presentation and discussion at these bodies, which would then also have to be approved by the University. If that many people (with an in-depth understanding of how WUSA and the University works) agree that it is the best thing to do, then honestly, that is the best thing to do. There seems to be a perception that staff/executives can make big changes that affect students on their own, which is inaccurate.

These are my thoughts after reading that post and please feel free to tell anyone with questions to email me at vpo@wusa.ca and I would be happy to talk with them about this.
6.0 Committees

6.1 Internal Funding Committee
IFC met and approved funding for the following items:

• RAISE XChanges Conference
• Technology in Pharmacy Network’s HackRx 2021
• Waterloo Sustainability Project’s Used Clothing Store
• Science Society Grad Box Initiative
• NODA Conference for Orientation Personnel

In addition to those items, the creation of the Equity Fund in this year’s annual plan was discussed. The current plan is to modify the EOI procedure to encompass this equity element. I am currently working on this adjustment and will bring it forward at the April council meeting.
Vice President, Education
Council Report

Megan Town
March 2021
1.0 Monthly Summary

1.1 General
As we’re getting closer to the end of my term I’m continually feeling like there’s lots to do and not enough time to do it! Key projects that I’m wrapping up include UCRU and OUSA policy development as well as some agreements within the university. I’m also going to be dedicating lots of time to transitioning my successor within WUSA and UCRU.

On a personal note, I have an interview for a very exciting engineering job!

I would also like to highlight that my AVP Experiential and Co-op Affairs is working on an online form, hosted on WUSA’s website, that students can use to submit co-op specific concerns. Please reach out to me if you’d like to learn more.

1.2 Communications
- Imprint interview questions on Knock Out Interest Campaign

2.0 Projects & Goals

2.1 Teaching and Course Quality in Response to COVID-19
No significant updates.

2.2 WUSA Town Halls
No significant updates.

2.3 Student Research Program Representative Survey Platform
No significant updates.

2.4 Expanding Research Capacity
No significant updates since my last report. I consider this goal to be complete.

2.6 External Advocacy
OUSA and UCRU’s policy paper processes are ongoing and will be wrapping up soon. External advocacy has slowed down for the year as we begin to focus on planning and transition.

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

wusa.ca
200 University Ave W, Student Life Centre, Room 1116, Waterloo, ON N2L 3G1
3.1 WUSA
- Regular meetings
- Town hall prep
- Transition meetings
- Housing report meetings with GSA
- Glow’s 50th

3.2 University
- Undergrad Operations Committee
- Learning assessment guidelines final meeting

3.3 External
- Regular meetings
- International Women’s Day Video for Western’s USC
- Racial and Religious Equity authorship team meeting
- OUSA General Assembly and associated meetings
Services Review Progress Summary

Accomplishments to Date

Review of End of Term Reports – IAC

- Focused on Service Administration including: (1) Training for Coordinators; (2) Executive Structure; (3) Internal (and external) communications; (4) Service Oversight.
- These review documents have been shared with the WUSA Research Coordinator to be included in the final report.

Survey – WUSA Research Coordinator

- This survey focuses on the User Experience; its purpose is to determine how Waterloo students engage with the services and what changes can be made to meet their needs moving forward.
- The survey went live on March 4th and is scheduled to be open until March 31st.
- As of March 16th, at 11:30am there were 125 complete responses. The following is a breakdown of responses by services:
  - Co-op Connection (16 responses), Glow (10 responses), ICSN (5 responses), MATES (9 responses), RAISE (7 responses), Women’s Centre (10 responses), None (82 responses).
- The WUSA Communications team has organized a campaign schedule and will be posting consistently on our socials until the survey close date; they are working with the services themselves to promote the survey on each service’s socials as well.

Interviews with Service Coordinators – WUSA Research Coordinator

- The interviews focus mainly on Long-Term Planning goals for each individual service, internal (and external) communications as well as service oversight (based on Program Evaluation Guide Step 2-4). However, each interview is unique depending on the specific situation of each service.
- Co-op Connection, ICSN, MATES and Glow have all been completed and the Women’s Centre is scheduled for March 18th. We are still waiting on RAISE to schedule a meeting.

Estimated Extension Required

- In order to adequately analyze the survey data and incorporate it into the report following the closing of the survey on March 31st, an extension is required until the May Students’ Council meeting.
- It is also important to note that once the end of the survey is closer, we will need to evaluate if there has been enough engagement (minimum 500 complete responses). If this has not been achieved, additional survey promotion may be required before completing the Next Steps.

Next Steps

Review of Additional Internal Documents (March 22-April 23) – CLAC

- Focusing on (1) Mandate Review; and (2) Long-Term Planning
- To be shared with the WUSA Research Coordinator when complete

Analyze Interview and Survey Data (April 1-9) – WUSA Research Coordinator

Write Report (April 12-30) – WUSA Research Coordinator

- Combining all the information that has been compiled (i.e., from IAC and CLAC reviews, survey data and interview data) into a full report including recommendations

Review of Report (May 3-7) – VPSL, Director of Student Engagement, Services Manager, IAC and CLAC

- Providing feedback on the full report prior to it being brought to Students’ Council
Chair of the Board of Directors
Report to Students’ Council

Benjamin Easton

21 March 2021

Waterloo Undergraduate Student Association
Formerly known as Federation of Students, University of Waterloo

wusa.ca
200 University Ave W, Student Life Centre, Room 1116, Waterloo, ON N2L 3G1
1.0 Meetings of the Board

1 March 2021 Regular Meeting
The Board rescheduled the FY2021 General Meeting to 27 March 2021 at 1PM EDT.

The Board considered a proposal to rename the Capital Program Fund after former VPOF Seneca Velling. While the motion did not pass, the Board thought it appropriate to recommend to Council the consideration of Mr. Velling as an Honorary Lifetime Member under Bylaw 3(3).

15 March 2021 Special Meeting
This meeting has not occurred at the time of writing this report. The Board will consider member proposals, the report of the Auditors, and set the Agenda for the FY2021 Annual General Meeting.

2.0 Attendance at Board Meetings
All voting members of the Board were present at the 1 March 2021 Regular Meeting.

3.0 Closing
As always, please do not hesitate to contact me with questions or concerns at any time at chair@wusa.ca.