



September 13, 2012

**SSMU Legislative Council Meeting Minutes**

1) Call to Order

The meeting was called to order at 6:06pm

2) Attendance

The attendance was circulated.

3) Adoption of the Agenda

Vice-President Dinel moved to adopt the agenda. The motion to adopt the agenda passed.

4) Report of the Steering Committee

President Redel stood for questions. The report of the steering committee was adopted.

5) Guest Speakers

a. Doug Sweet, McGill Media Relations Office

Mr. Sweet explained that he is no longer Media Relations, he is now involved with Internal Communications. His role is to try to facilitate communication with the university and try to find ways to convey information better around the university. McGill would like to launch a new e-mail information service that would take the place of MROs. There is an e-mail that goes out twice a week for the faculties and staff which consists of blurbs and links to more information for staff to point them to pension information, hours of the fitness centre, etc. this was well-received by faculty and staff and rates highly in services of internal communication. Internal Communications wants to deliver the same kind of stuff from student services, accounts, athletics, libraries, that kind of stuff. They are hoping to launch it in September, and it should be sent out on Sunday. They will be looking for content to fill this e-mail. This should not be all about events, because it would be too big that way. It would be of universal appeal to students across the University. For example, information concerning all students on residence could be on the listserv. News concerning a specific residence or faculty would not be on the listserv. Referendum dates could be put on that kind of e-mail to try to spread it throughout the university. Realistically, it will start on the 30<sup>th</sup> of September. They would really like stuff that is not already being communicated to students but they are there to be useful and helpful about what is going on.

Councillor Larson asked whether the University is aiming to eradicate the MRO

Mr. Sweet said that students will be able to opt out of the service that his department is offering, but the university's legal relationship with faculty and staff is different from the university's legal relationship to students. MROs should be kept to a minimum, and this is one way to do it. However, necessary information will have to go out on the MRO. The university understands that they're a pain but they can't be eliminated



Vice-President Szpejda asked how he would distinguish this from the listserv that SSMU already sends out to all students.

Mr. Sweet said that he does not want to step on SSMU's toes. If SSMU doesn't want to send out things that's fine, it would be what they want.

b. RSM Richter Chamberland

General Manager Gervais introduced Khurram Shehzad from RSM Richter Chamberland. He was in charge of the audit this year. He graduated from accounting at McGill, has experience at audits of small to medium-sized companies. Mr. Shehzad presented the following (audited financial statements as of May 31<sup>st</sup> 2012):

The audit firm went over financial statements ending May 31<sup>st</sup> 2012. It gives you an idea of how the past year was and what we can expect for next year. He highlighted the amazing work of comptroller, Josée Couture. Auditors are here for two weeks and need to understand everything that went on in one year. Pauline, the General Manager, and Monique, of accounts receivable, helped as well. Looking at page 4 which states the qualified opinion, the statement is that the audit report is not what the auditors would call a clean opinion. There is not a material misstatement. The reason why it's not a clean option is because daycare is controlled by the same group of people as the SSMU—accounting standards indicate that SSMU and the daycare should do separate audits. However, cost benefit analysis led to the decision to not consolidate the information. Further, there were no misstatements found. The main statements list the funds: operating fund, CERF, awards of distinction, queer mcgill, and health and dental plan. These funds are important for their dollar values not in the activity that takes place within the fund. Health and dental plan is only there for the premiums that SSMU pays to ASEQ and funds that SSMU collects. This total compares this year and last year. Student fees are compared in 4.3 this year 4.1 last year. In Gerts, SSMU made \$4,000 something this year and \$3,000 something last year. After that, university centre building operations revenues went up \$394-450. Some university buildings were closed during the strike so there were more rental revenues this year. There was a drop in rental revenues, depending on the activities organized by SSMU. A lot of frosh activities were organized by faculties and not SSMU. McGill gives a \$5,000 subsidy for electricity and heat. Finally, there was a large expense in building improvements. In terms of cash flow, it has no impact. Last year, building improvements were worth \$540,000 but because still in the process of negotiating the new list, we're being conservative and this has no impact on cash flow (amortization was changed from last year).

The liabilities of SSMU in the balance sheet are shown in each line. The biggest asset that SSMU has is in cash. We do have some investments, but cash is there to spend on activities and not just keep and save in the bank account. Note 4 on page 10



distinguishes between \$293,000 and \$291,000 which is now in clubs rather than SSMU bank accounts. Back to the balance sheet, investments are classified as either short or long-term. Shares of public companies are short term, versus bonds and certificates (those that expire in more than a year) are long term. The inventory section refers to alcohol. Liabilities are nothing special and everything is inconsistent from last year. Accruals for salaries and vacations, and deferred revenues have not been paid yet but were received.

In the financial statements on page 6, or complimentary information is presented in the income statement and balance sheet. The second note is about all of the significant accounting policies in the SSMU. Feel free to read it. Moving ahead, note 3 highlights the change in accounting policy. SSMU can either stay with Canadian standards or change to international financial reporting standards. With the IFRS reporting standards, SSMU be able compare companies located in different companies. We did not feel that's something that's necessary. So, you would need that if you need to compare with the students' society of Harvard university. Another note says that management has decided to go with NPOs and not IFRS. Note 5 talks about the investments in terms of cost and fair market value. They're worth more than what we paid for them. Note 6 describes fixed assets and the biggest difference is to write of building improvements within two years. Note 7 is an explanation of all the funds there are and all transfers that take place within different funds. Note 8 is about all of the commitments. Normally, we would note all of the contracts. Note 8 here states that the negotiation of a new lease is taking place. Notes 9 and 10 indicate the use of the society's capital and society's risks. Note 7 says that the statements should be repaired from one fund to the other.

Councillor Shebhana asked whether it is ok to keep current shares in the short-term investments, given GRC standards.

Mr. Shehzad said that there are long-term investments in GRC, and investments re in bond certificates in GRC. In income statements you see investment revenue. That comes a lot from shares in public companies. Those values come from a broker statement whose job is to take care of investment. For reporting purposes, it's important to state broker statement in terms of what investments SSMU is making.

These statements will be reported in the report of the executive committee, for adoption at that time.

Mr. Shehzad was thanked for his attendance.

## 6) Announcements

President Redel said that the date of he GA has changed, so the first GA of the year will be Monday October 15<sup>th</sup> at 6pm, and overfill space will be put in the Ballroom. Motions are due Monday, October 1<sup>st</sup> at the latest. The Meet Your SSMU event is happening on Friday September 21<sup>st</sup> from



12pm-3pm and there will be a wine and cheese. Councillors are expected to be there. First strategic summit on September 28<sup>th</sup> from 12pm-3pm in the Breakout room. We will be talking about the forum or strategic summits.

Councillor Farnan announced that this Sunday the McGill Scarlett Key Society alumni, and faculty of medicine will be facilitating a Terry Fox run at 10am. He hopes that anyone that attend, they will be wearing McGill colours. Bring \$10 in hand if possible. That should help to raise a bit of money and will be a great partnership for those group. There will be a large veggie platter at the end.

Councillor Nasr asked if this is relevant to Council.

Chair Nizam said that this is the announcement period, so anything to do with your portfolio as a Councillor or student representative, or any event on campus is relevant.

Councillor Farnan asked everyone to please come to the run up.

Vice-President Reid-Fraser said that there is a project being put on by SEDE called community engagement day on October 5<sup>th</sup>. There are 20 projects going on in Montreal that anybody in the McGill community could register for. There will be some time to reflect on the relationship between the university and the community. Registration is now open at [sedemcgill.com](http://sedemcgill.com). Some people were talking about this at the farmer's market today

Councillor Lam said there is an interuniversity conference on education to discuss issues of accessibility of education. This event is organized by the Bachelor of Arts and Science Integrated Council. The guest speaker is noble Kelly, they will be having a surprise presentation from another university in Canada. Free coffee in lunch. You can find the conference on facebook.

Vice-President Dinell said that next Thursday is the next senate meeting, you have to pre-register if you would like to attend and it will be live streamed in cybertheque. Students from MCSS and MACEs will be invited for the theme of advising. This will be happening on October 16<sup>th</sup> at 4pm.

Councillor Tleel said management is hosting an event and getting Cazettee, two swedish DJs, to perform next Thursday.

Councillor Rosentzveig said that the Ghetto Shoul is going to have Yom Kippur events at the Bagg street Shoul 25<sup>th</sup>-26<sup>th</sup>.

Vice-President Cooper said that Culture Shock is happening from October 15<sup>th</sup>-19<sup>th</sup> this year. Be sure to check it out and tell your constituents.

Chair Tong thanked all Councillors for their announcements. If you have questions on reports, questions can be asked after each report.

7) Question Period



There were no questions.

8) New Business

- a. Motion Re: Elections SSMU Election and Referenda Schedule for 2012-2013  
Vice-President Larson made a motion to previous question. The motion to previous question passed.

**The motion regarding elections and referenda schedule 2012-13 passed.**

- b. Vibe Training Session for Councillors

Chair Tong said that Vibe will all be available on accounts for each Councillor. President Redel is presenting Vibe,

An envelope was given to each Councillor for their Vibe and Groupwise accounts. Many thanks to SSMU's IT manager, John, for putting these together for everyone. Vice-President Cooper says that Vibe is like Google docs but hyped up. You can use a calendar, to let you know if docs are finalized. You can also have a wiki to put in static information about wikis and whatnot once you log in you'll be brought to a page called "what's new." You can see the recent and past entries in the workspace. The speakers notified Councillors that they've put all documents up. Items you haven't read in the "what's new" section have a blue dot next to them. Each document will be posted per meeting. Also, you'll have access to your committee space. The guide area has everything that Chairs Mike and Nida prepared before retreat. You'll have the pdfs of documents here. This year there will be no documents printed for Council. If you have a laptop, please bring it to Council. Keep in mind that it's not a facebook or twitter-machine. If you don't have access to a laptop, please let President Redel know in advance, and he can get you one. You will be made aware that equipment will be ready for you before the meeting. For each committee, one of the things you can do is edit documents directly from Vibe. You can edit and e-mail documents around. There will be a central document that everyone can edit. It does keep track of versions. If we click edit this file, it should open in Word. As you save it in Word, it will save directly to Vibe. You can also log documents. Documents you are working on for committees should be in Vibe. You have documents for your position, and everyone will have all of the documents that they had for each committee all year. If you're using a Mac, you'll have to use special instructions to edit documents this year. Councillors will also be using groupwise. Groupwise is an e-mail client which you don't have to use, but the calendar feature should be there. The groupwise calendar would allow you to schedule meetings, you can put your office hour time into your calendar and send it out. Again, instructions have been put into your envelopes. All of your e-mails and communications will stay in your e-mail. Other Councillors will be able to pick up the work that you left off a lot more quickly than was possible before Vibe. If you have difficulties, please don't hesitate to let President Redel know.

Chair Tong invited questions about the Vibe presentation.



Councillor Subhani asked about editing documents. He asked if the process of editing creates a centralized document that gets made for everyone, or if there are multiple versions.

President Redel said Council is a workspace within “My Teams” which is an area that multiple people have access to (all Councillors have access to the Council workspace). Committees will have sub workspaces or folders. Members of that area can edit documents individually and as a part of their committee.

Councillor Guan asked if you can upload your report as well

President Redel said they would prefer that you send them to the speakers so it can be uploaded as one.

Vice-President Dinel asked if everyone is allowed to print documents if they choose not to have a laptop.

President Redel said that SSMU is more than happy to provide a laptop, or allowed to do printed documents but we do discourage printing documents.

Chair Tong said the largest package was 195 pages from last year.

Councillor Larson said that she tried to sign in to groupwise but it isn't working.

John said that it will be open by Monday.

Councillor Rosentzveig asked if you can input your calendar into groupwise.

President Redel said yes, he encourages you to put your calendar in groupwise.

Councillor Chaim asked whether Councillors should use the groupwise or Vibe calendar.

President Redel said that the Vibe calendar is shared calendar, so use groupwise for your personal calendar. For groupwise you can choose a client to be used on your computer. You can also add the vibe add-in to word. John's e-mail is included in the business cards in your envelope, should you have questions.

John was thanked for his attendance.

#### c. SSMU Committees Elections

Chair Tong showed all of the available committees on the screen. Councillors have submitted their nominations, but elections still need to be run. There are some uncontested positions. Steering need two more councillors. The ad hoc bylaw review committee is settled, nominating committee is settled, the finance committee is settled, and FERC councillor LAM is settled. Equity is Councillor Baker. Queer McGill undergrad fund and external committee positions were uncontested.

Funding committee, community engagement committee, interest group committee, SSPN, operations management committee, awards of distinction fund committee, policy committee, and environment committee need to be voted upon. Chair Tong said you could sit on SSPN as a member at large.





Vice-President Szpejda asked whether for any of the committees that don't have enough Councillors, could executives fill that position as a regular councillor.

Chair Tong said yes, because as you sit on Council you are a Councillor.

Chair Tong said first year Council rep, and vacant spots that may be filled. The thing with FUN is that there's no Councillor requirement members at large are nominated or approved by committee. You will have to sit on at least one SSMU committee for the duration of your term as councillor

Councillor Rosentzveig asked what the voting process is.

Chair Tong said that we will vote by secret ballot for each position separately.

Senator Zidel asked if he and Councillor Rosentzveig could sit on a committee because he's a senator and Zach is a Councillor.

Chair Tong said that could work, but that would not fulfill Councillor Zidel's Council requirement for committees.

Councillor Larson asked if the people running for each committee could introduce themselves.

Each Councillor will stand and hold up their placard.

Councillor Larson asked if you're voting for one candidate or the number that can sit on the committee.

Chair Nizam said you will be voting for the number of people who you think should be on the committee.

Councillor Farnan said Councillor Fipps resigned, and on Wednesday at AUS Council, there will be a decision about who should be replacing Sean.

President Redel said that the Interest Group Committee may be very pertinent to the Clubs and Services Representatives, and is the only committee that is relevant to constituencies.

President Redel asked what Councillors will sit on if they are not here (including the unelected first year representative).

Chair Tong said that the first year undergraduate network needs representatives, and the IRC rep will be highly recommended to sit on the FUN committee or on any committee that only has a minimum required number of people.

Results from the SSMU Committees Election

**Steering Committee**



Students' Society of McGill University  
Association étudiante de l'Université McGill

Katherine Karson, Music Representative  
David Chaim, Science Representative  
Shannon Rea, Education Representative  
Michael Szpejda, Vice-President, Internal

**Ad-Hoc By-Law Review Committee**

Victor Lam, Arts and Science Representative  
Geneva Nam, Clubs and Services Representative  
Nicole Georges, Arts Representative  
Andrew Baker, Law Representative

**Nominating Committee**

Colleen Morawetz, Arts Representative  
Shannon Rea, Education Representative  
Nicole Georges, Arts Representative

**Environment Committee**

Meredith Dreisberg, Management Representative

**Funding Committee**

David Chaim, Science Representative  
Zachary Rosentzveig, Clubs and Services Representative

**Finance Committee**

Geneva Nam, Clubs and Services Representative  
Fadi Tleel, Management Representative  
Meredith Dreisberg, Management Representative

**Financial Ethics Research Committee (FERC)**

Victor Lam, Arts and Science Representative  
Moe Nasr, Senate Caucus Representative  
Shirley Guan, Science Representative

**Operations Management Committee**

Devin Dissky Dziadyk, Science Representative  
Farzan Subhani, Engineering Representative  
Anna Cybulsky, Engineering Representative

**Student Equity Committee**

Andrew Baker, Law Representative

**SSMU Awards of Distinction Committee**





Students' Society of McGill University  
Association étudiante de l'Université McGill

Omar Shamji, Dentistry Representative  
Sophia-Maria Giannakakis, PT/OT Representative

**Policy Committee**

Max Zidel, Senate Caucus Representative

**Queer McGill Undergraduate Fund Selection Committee** (1)

Shannon Herrick, Senate Caucus Representative

**Library Improvement Fund Committee (LIFC)** (1)

Devin Bissky Dziadyk, Science Representative

**External Affairs Committee**

Andrew Baker, Law Representative  
Devin Bissky Dziadyk, Science Representative  
Katherine Larson, Music Representative

**Community Engagement Committee**

Farzan Subhani, Engineering Representative  
Brian Farnan, Arts Representative  
Emily Boytinck, Clubs and Services Representative  
Shannon Rea, Education Representative

**Interest Group Committee (IGC)**

Emily Boytinck, Clubs and Services Representative  
Colleen Morawetz, Arts Representative  
Shirley Guan, Science Representative

**Students' Society Programming Network (SSPN)**

Fadi Tleel, Management Representative

**Athletics Roundtable**

Shannon Herrick, Senate Caucus Representative  
Vanessa Lauzon, Nursing Representative

**Commission des Affaires Francophones**

Zachary Rosentzveig, Clubs and Services Representative

9) Reports by Committees



a. Executive Committee

**The decisions of the decisions of April-May 31<sup>st</sup> were adopted.**

Councillor Dziadyk asked why it was necessary to clean the area of the second floor. President Redel said that it was truly disgusting.

Councilor Rosentzveig asked why the office renovations were commenced this this summer.

President Redel said that the front desk was rearranged and more cubicles were added to allow for more space for student staff. That was to change the space in the front area, and also in the Boardroom.

Vice-President Szpejda moved to adopt the report of the executive committee.

**The report of the Executive Committee was adopted.**

10) Reports by Executives

a. Vice-President University Affairs

Vice-President Dinel stood for questions. There were no questions.

b. Vice-President Internal

Vice-President Szpejda stood for questions.

Senator Listserv asked about the last listserv and there was clearly an advertisement for international students

Vice-President Szpejda said that Scotiabank helps to facilitate orientation week for the faculties. He will be looking into minimizing the obviousness of advertisement in future listservs.

c. Vice-President Clubs and Services

Vice-President Cooper stood for questions.

Vice-President Dinel congratulated Vice-President Cooper for a successful activities night.

d. Vice-President External

Vice-President Reid-Fraser stood for questions. Seeing none, she was thanked for her report.

e. Vice-President Finance and Operations

Vice-President Briggs stood for questions. Seeing none, he was thanked for his report.



f. President

President Redel stood for questions.

Councillor Lam asked what SUDS is.

President Redel said that SUDS was the student union development summit held in BC, and it was horrible.

Councillor Rosentzveig asked what technology is being purchased for GAs.

President Redel said he is excited for it. He identified a few key points of interest for improvement in his report. He said people get turned off about GAs because of the logistical errors. People go there for debate. Logistics of voting was addressed as one of the primary concerns to make the general assembly more efficient. Using clickers will allow everyone to do things much quicker. Clickers will be reserved for free from McGill. Video streaming software will also be used. People need to know that they can watch online but also participate online and read live minutes. They will be able to participate in polls and participate in a straw polls version. It's \$165/year split between two budgets. The idea that more than 400 people can participate is upheld because online, 500 people can participate. Barcode scanners are a logistical thing in order to check people in and share faculty. That would make it easier for Pauline and the speakers to communicate.

Councillor Larson asked whether run-through GA is just a run through of the logistics?

President Redel said that it will be a run-through regarding the technology, and volunteers will ne needed to do a run through. We also need to make sure that it's worthwhile to introduce the other changes.

Councillor Dziadyk asked what's stopping someone with their own clicker to vote twice

President Redel said you can scan to vote on the serial numbers that you bring in and paper passes will be given as a last resort.

Senator Nasr asked if there are updates on the JBoard case

President Redel said that his role with JBoard and Elections SSMU is simply advisory. In summer reports, he said that they were looking for a website, but he is not purview to internal debates.

11) In-Camera Session

12) Adjournment 9:49pm