



## 1. Call to Order

Meeting called to order at 3:15pm.

Speaker: Quorum not reached at this point.

Procedural announcements:

No standing rule. We will operate on the default rule or operation. Please remember to use the mic and address the speaker when speaking. This ensures that the liberal debate will foster a good discussion. Before you speak, please announce your name and faculty. If you have any questions regarding procedures, please stand up and ask for instructions.

Territorial acknowledgement.

## 2. Adoption of Agenda

Speaker: to add an item to the agenda, a 2/3 majority is needed from the floor.

President Ibrahim: Motion to add discussion regarding the restructuring of the SSMU Portfolio

Motion was seconded.

Motion to amend the agenda passed.

Motion made to approve agenda.

Motion was seconded.

**Motion passed.**

## 3. Report of the Executive Committee

### a) VP Finance and Operations

VP Houston: I am the VP Finance and Operations. I will talk a little about what I do. These are my constitutional duties: ensure that SSMU is financially sustainable in the long run, oversee the society's funds. My portfolio is broken down into two sections: funds and operations. The operations section consists of Gerts and Student-run Café. I also sit on various committees. Over the summer I worked on the July budget revision. I also spent most of the summer working the audit. I will present the audit later today. Frosh also took a lot of time. The final numbers are still coming in, but it looks like we are fairly balanced financially for Frosh this year. We also commissioned an investment portfolio project. I'm looking into other universities that have a more student-run portfolio. I also spent a lot of time working on the new student-run cafe. This term, I've worked on the way we process funds. We hope to improve the speed we process funds next semester. 4th Floors seems to be running into a deficit, largely because we were unable to sell out. The financial ethics research committee is another committee under my portfolio. Gerts has been doing very well. We had a profitable September and October. There is still room for



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sales increase. This term and next term we will continue to work on sales increase at Gerts and Nest. We are also working on the hiring of a new general manager. In terms of upcoming projects, I'm hoping to improve the club audit. I've also created a club audit student-staff position to improve the speed we process. There are still a lot that can be done to improve the speed we process funds. I'm hoping to come up with a more short-term plan. I'm working with the mini-courses supervisor because we are hoping to improve the institutional memory in that portfolio. Often one instructor leaves and the transition period is hard to deal with.

No questions from the floor.

### **b) VP University Affairs**

VP Rourke: My portfolio covers a lot. If you have any questions feel free to ask me. There is the university academic affairs: anything that has to do with the university. Policy research advocacy: advocate student rights. I also work with mental health. That includes working with the various services involved in mental health. I also work with equity. The last thing is libraries. The library fund committee allocates the fund to improve the libraries.

I've also worked with student senators. We have been pushing for a fall reading break. We sent out a survey and the result showed that 71% of the students preferred a fall reading break. Hopefully we can have this implemented by 2017-2018 the earliest. The other main part of this portfolio is administration. MOA governs SSMU regulation at the legal level. Example of things we try to improve is distribution of yearbooks. I've also been meeting with principle, etc. to talk about issues that they come up. The last aspect is building relationship in terms of academics. Often the decisions made by the senate are not always followed. I also went to the academic summit in September.

Another thing I work on is policy advocacy. It is very important that these policies are implemented in an efficient way. We are also looking at how we can better implement the equity policies.

Many students don't know about the university administration structure. I'm trying to find better ways to pass on those information to students. Future projects include "know your right" campaign. Mental health is something I really care about. I'm working with student services. We had mental health awareness week. We are also planning a mental health forum for next semester.

Equity is another big part of my portfolio. We were also involved in Consent McGill. It is not always clear to students that what resources SSMU provides. We want to make it clear to students. Future projects include increasing diversity.

The final part of my portfolio is library relations. We talked to the law library regarding the restricted hours to law students only that was implemented last semester during exam period.

Some of the roles I took on after the resignation of the VP Internal: redesigning SSMU website and dealing with the yearbook.

Morsen (Law): what is SSMU's position on the 4th and 5th floor of the law library?



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VP University Affaires: We consulted the SSMU council. I think that we came up with a compromise to ensure that it was in favor of the general undergraduate population while making the materials accessible for law students.

### c) VP Clubs and Services

VP Bialik: I will start with my Facebook page. Please go like my page. I will start by talking about what I do. I work with services, work with student groups, and the building. On the student group side, it's a lot of individual work with the different student groups. I also work WITH permanent staff to work on building management, such as overlooking the long term renovation of the building. A lot of my work is done in committees. There are many committees that I sit on and there is a committee for every major aspect. Now I would like to go over a few projects I have been working on.

This year we saw the expansion of Activities Night to outside the building in addition to the SSMU building. I also worked on improving the Clubs website. Club resource development: lots of small-scale revision projects are going on.

The reintroduction of service reviews took up a lot of my time. Generally we don't have any data on how students think of the services we provide. Right now we have a survey open. If you have had any experience with any one of our services (ex. nightline, Walksafe, etc.), please fill out the surveys. Generally we are always developing new promotion strategies. Right now the services' information on the website is not well-presented. We are working to improve that.

Other projects include work involving the building: ex. building space fund. A proposal form has been sent out to gather ideas of how we should allocate the building improvement fund. We created the Ad-hoc space committee to see what students want to see in the building. We are doing other things to gather ideas of how students want to improve the building.

On the VP Internal side, I have taken over Listerv. Student engagement committee is also something that I took on with the absence of the VP Internal. As for the General Manager, I'm taking over some of the roles to work with administration and managing the staffs. If you have any feedback, I have an anonymous form you can fill out.

Igor (Arts): Commercial space fund is expiring. What's going to be the effect on the building?

VP Bialik: The tenant information is confidential, so I would not be able to answer at this point.

Morsen (Law): I have been told that the legal clinic has requested better space. I was wondering what is happening to that.

VP Bialik: Again, that involves tenant and that information is confidential. I would not be able to speak to that. I am sorry.

### d) VP External

VP Boytinck: Quebec students are more organized than perhaps most student groups across North America. This semester we are participating in the formation of two new student federations. I put up a slide of why it is important for us to join a student federation. In short, it is hard to lobby the government as an individual. I've had monthly meetings with each of the two student federations. I will go briefly over the differences between the two of them. AVEQ: fee levy is \$3.5/student/semester. The voting system is one association one vote. The other association is \$4.5/student/semester and the voting system is a double majority. SSMU will



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likely give a referendum question in the upcoming semester to open it up to the general undergraduate body.

Anti-austerity campaign: we had anti-austerity week in September. We had a demonstration to the teacher's association in Quebec. There are many other anti-austerity projects. I also have projects on climate justice. I'm also working with Divest McGill and Demilitarize McGill. Demilitarize McGill mostly work autonomously but I support them whenever I can. Cultural shock just happened and that was amazing.

Community affairs is another part of my portfolio. I helped with Frosh. VP Internal allocations: worked with cafe, organize 4th floors, etc.

I currently supervise ten staffs and more are coming. I worked with the community engagement committee. I highly recommend you to check out the website for more details on my portfolio.

Science Student: We were informed that 4th Floors ran into a deficit due to the lack of attendance. Can you please comment on that?

VP Boytinck: We started a little late this year. We also switched to online ticket sales this year. This was suggested by the previous VP Internal to avoid long lines etc. We found that the long lines were actually a form of promotion. We sold out about 600 tickets compared to last year's 900. In general it was a positive event. It had no equity complains.

Morsen (law): There seems to be a decision that needs to be made eventually regarding which student federations we will join. Can you give us more information on that?

VP Boytinck: Last council meeting I asked the council informally if we would like to go to both federations in the time being or if we are favoring one. Just before referendum I hope to have the council decide what we would put on the ballot. Because it involves fee levy, it would have to go through referendum.

Morsen (law): Will it be decided by council?

VP Boytinck: Yes.

Morsen (law): What kind of representations are going to be made?

VP Boytinck: Many McGill students don't understand what these student federations do. In the next two months I hope to inform the students.

Jonathan (law): Curious about consultation process.

VP Boytinck: It is very difficult to have equal representation since AVEQ only has one staff.

### e) President

President Ibrahim: Regarding the report, anything in red is something that was given to me and anything in green is something new. There are four areas in my portfolio, this year five. They include human resources, sustainability, advocacy, and daycare. A lot of my work is to keep the operation of our office running. There are some changes. For example, we implemented clickers during council meetings. So now you can view the results of the votes as we try to make things more transparent. My obligations also involve organizing Councilor's retreat. I sit on the internal regulation review committee. I also sit on the Steering committee. In terms of governance review, there is the transition period. I also chair president's round table. It is something for



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resource sharing and collaboration. I've taken on some of the roles of the VP internal and the general manager.

A large portion of my time is dedicated to human resources. With the absence of the general manager, as you can see in red, I'm taking on many roles that are not traditionally under my portfolio. The ideal is that the general manager stays for 5-12 years. The recruitment is expensive, but we've seen big impacts with the absence of this position in the past little while. There are various staffs that I supervise. Managing conflicts is time-consuming. In terms of student staffs, I organize student-staff orientations. This is not something I would traditionally do. In black are my traditional duties. In red are traditionally the general manager's duties, and in green you can see we created two new positions. In terms of resignation of the VP internal, it is similar to that of the general manager. We delegated the tasks and you can see that online. We are having a retreat next week. We are also working on the project Restructuring SSMU, which will be discussed in further detail later.

In term of the board of governors, they mostly review what the senate does.

Seamless happened just under a month ago. There is a new dining location opening in Trottier. In terms of environmental sustainability, the environment committee meets every week. They are doing great work.

I have been acting as an interim daycare director. All summer we've worked on interviewing a new daycare director. The person was hired last Monday. In terms of family care, we hope to provide more resources and help to those with dependents.

Below I gave you information on the delegation of the general manager's tasks. It has been pretty hectic this year. It has been pretty unsustainable with 80 hours of work per week.

Matthew (arts and science): What kind of atmosphere do you foster at the president table, since last year it wasn't very much discussion-based?

President Ibrahim: Before the meetings I've been sending out the agenda to ensure that folks are aware of what's going on. Regarding SSMU's role I think it's more about providing resources, etc.

### **4. New Business**

#### **a. Discussion regarding the restructuring of the SSMU Portfolio**

President Ibrahim: Something we've realized is that SSMU's roles have expanded exponentially. Apart from the unusual circumstances this year, we've realized that the executive portfolios have become increasingly unsustainable. People are having 70 hour weeks. These proposed structures are by no means final and we are happy to hear your feedback on them. In our contract it actually states that it is 70 hours per week. We have ideas and suggestions, but no solutions yet. One possibility is to add another executive position. There are several positions that need drastic restructuring. Currently the finances portion of the Finances and Operations portfolio is not being focused on. My portfolio and VP external's portfolio don't change that much on here because we feel that it's fine the way it is. Over the past decade there were many additions, such as mental health, equity, etc. to the VP Internal portfolio. These things are not look at as much as they should.

Another possibility apart from adding a new executive is the addition of associate VPs. I welcome the floor to give ideas on this. These documents are available online. We would love to



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hear your thoughts. If we want to implement this it would have to happen soon because the next election is coming up and we have to go through various councils to discuss this.

Speaker: This is a fairly open discussion. Feel free to voice your opinions.

Aaron (arts): Elaborate on adding more student-staff?

President Ibrahim: It is a possibility to add more student-staffs. It is extremely difficult to balance the political side with the general roles of the position. I do want to add an emphasis that adding staffs increases the cost. Adding staff also means additional work for the HR, etc. Though it is a possibility.

Chante (Science): Wondering what your timeline is for this? Are there two proposals you are making and when do you want to have the final proposal?

President Ibrahim: Any changes to the internal regulation need to go through two councils. They would have to be decided before December 3. This leaves us just under a month. Just so you know, we are having a meeting next Thursday and we are opening this to all members of the society. The reason why we have two readings at council is that the first reading is a notice. Councillors bring the notice to their constituents, gather thoughts, and bring it back to council for the second reading.

Becki (arts): I like the idea of adding smaller positions. It allows opportunities for international students who can't get work permit. It also allows opportunities for students receiving scholarships who need to finish their degree in four years.

President Ibrahim: We may see these changes happen in just under a month.

Arts Student: We understand that there are some necessities to split some of the responsibilities. Could you speak to maybe which responsibilities could be delegated to associate VPs and which ones cannot?

VP Rourke: One thing we need to keep in mind that there is always a transition period where we need to train the student-staffs. We will look at how things work in some of the other universities.

Francois (Science): Associate VP sounds like they would have more power than an average student. So do these positions need to be elected?

President Ibrahim: Ideally they would be elected.

Lauren (Music): How would the hiring of new positions affect the budget?

VP Houston: It is unlikely that the executive salaries are going to change with the addition of another executive since they are already way below minimum wage. The budget is tight but there is always room. It becomes a question of priority. We can definitely find money, but it could mean changes to the current services we provide. Other options could include raising the base fee.

President Ibrahim: In the first structure we saw difficulties with separating equity with student relations because the two responsibilities are naturally very much related. In the second structure we saw it is possible that the VP Internal portfolio could be unsustainable. This is actually the same portfolio as 15 years ago.



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Speaker: We have reached the time but we can extend the time if needed. Seeing none, thank you, President Ibrahim.

## **b. Presentation on the Audited Financial Statements**

VP Houson: I will go through this pretty quickly because I will make this presentation again in the winter GA since we are far from quorum today. This is the balance sheet that shows our balance up to the end of the last year. [Present balance sheet]. The investment portfolio did quite well last year. The operating fund had a surplus. The Gerts Bar broke even and The Nest ran into a \$70000 deficit. We are hoping to see better numbers this year with the addition of new things. I will skip some things but feel free to ask me if you have questions. Student fees are right in line with what we budgeted. The Nest is very off from the budgeted value due to an error in the February revision. Something I changed over the summer is that we changed the clubs' bank balance so that they don't affect SSMU's balance.

In general we had a surplus, but after taking out things for the restricted funds we had to take out \$50000 from the student life fund.

Shawn (Science): Cafes are running into deficits. Would you elaborate on that please?

VP Houston: The original mandate for The Nest states that it should break even. If it continues to run in deficits I think that the mandate needs to be rewritten and we need more details.

VP Rourke: Can you explain the departmental variance and where we lost a lot of the money?

VP Houston: Most of it comes from The Nest. Others are from programming activities, meaning events. For example, Frosh ran into a \$50000 deficit. I would say that The Nest and Frosh are the two main factors.

Marina (Arts and science): What is being done to make sure that clubs don't run over their budgets in the future?

VP Houston: The clubs don't necessarily have to break even. The \$100,000 deficit from the clubs breaks the bottom line because it effected SSMU's balance. We definitely encourage responsible spending.

## **5. Adjournment**

Motion was made to adjourn.

Motion was seconded.

Motion passed. Meeting adjourned at 5:18pm.

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Benjamin Dionne, Chairperson

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Danielle Zhang, Recording Secretary