DAWSON STUDENT UNION SC202110-4
MINUTES OF THE DSU STUDENT COUNCIL 2021-2022 MEETING NO. 4
MEETING TYPE: REGULAR
MONDAY, OCTOBER 25, 2021 @7:15PM
TELECONFERENCE VIA GOOGLE MEET

ATTENDANCE
Voting Members*

ROLE	NAME	ATTENDANCE
Chair of Student Council	Samantha Morel	Present
Councillor: Science, Medical Studies and Engineering*	Adelka Felcarek-Hope	Apologies
Councillor: Science, Medical Studies and Engineering*	Inès Lamothe-Katrapani	Present
Councillor: Social Science and Business Technologies*	Charlotte Pelletier-Burke	Present
Councillor: Social Science and Business Technologies*	Richard Raphael	Present
Councillor: Social Science and Business Technologies*	Linnea Nguyen	Apologies
Councillor: Social Science and Business Technologies*	Daniela Diaz	Present
Councillor: Creative and Applied Arts*	Marisa Mitchell	Present
Councillor: Science, Medical Studies and Engineering*	vacant	N/A
Councillor: Science, Medical Studies and Engineering*	vacant	N/A
Councillor: Creative and Applied Arts*	vacant	N/A
Councillor: Continuing Education*	vacant	N/A
Councillor: Continuing Education*	vacant	N/A
Ex-Officio/DSU President*	Alexandrah Cardona-Fortier	Present
Ex-Officio/DSU VP of Finance*	Yves-Jusslin Maniratanga	Present

VP of Internal Affairs and Operations	Abril Meza Naranjo	Present
VP of Academics and Advocacy	Mia Scroggins-Hadley	Present
VP of External Affairs	Arwen Low	Present
VP of Student Life	Yimaj Baharun	Present
VP of Services and Sustainability	Shirin Hinojosa-Violante	Present
Administrative Director (Corporate Secretary)	Rina Alma Arlegui	Present

GUESTS/OBSERVERS PRESENT
Kevin Labossière
Kiana Lalavi

The Chair did a role call and confirmed a quorum was present. She informed the Student Council that Kevin Labossière was invited as a guest speaker by the President to give an update on the by-elections. The regular meeting was called to order at 7:20pm. She then reminded the Student Council of the following: land acknowledgement, rules for speaking, rules for voting, and voting members.

Prior to adopting the agenda, Kevin and Kiana gave the following update regarding the by-elections:
Since there were no candidates, the nomination period was extended until October 30. The All-Candidates Meeting will take place on Nov 1, campaigning will end on Nov 9, voting to take place from Nov 10-13, and announcements to be made on Nov 14. As of the week of October 18, 2 students in Science, Medical and Engineering and 1 student in Continuing Education submitted their candidacy. Promotion was done via Instagram and Omnivox (through Campus Life & Leadership), posters around the school and plans to make more announcements during the week are in place.

1. Adoption of the agenda **Action Required**

The agenda as distributed was approved unanimously without question or comment.

2. Adoption of the minutes of the previous Student Council meeting held on September 27, 2021 **Action Required**

The minutes of the previous meeting as distributed were approved unanimously without question or comment.

3. Appointment of Student Representatives **Action Required**

N.B. This item was taken at the very end and addressed by the President.

The individuals listed in the annex whose names are in red, were appointed as Student Representatives for the 2021-2022 mandate as per Section 13.4 of the DSU Constitution.

ANNEX: Appointment of Student Representatives

4. Approval of Sustainable Happiness (SH) Project **Action Required**

Shirin Hinojosa Violante, VP of Services and Sustainability, informed the Student Council that she and the President have been meeting with Chris Adam, Dawson Sustainability Department, to discuss collaboration

opportunities to advance mutual sustainability goals.

The Sustainable Happiness (HS) Project helps people live in a sustainable way by teaching individuals how to exponentialize their happiness into all areas of their life and how it can impact others. Dawson College would be the first college in Canada to implement this project (program); however, there is a university in Saskatchewan that is also in the running. Member of Parliament, Marc Garneau, has also expressed interest to Chris Adam in the project.

The phases and costs of the project are:

OPTION/PHASE	DSU COST	SUSTAINABILITY OFFICE COST	ESTIMATED COST
SH Journal Printing x 2000 copies	$6,750.00	$6,750.00	$13,500.00
SH Journal Workshop (6x1.5hrs; max 10 ppl)	$1,000.00	$950.00	$1,950.00
*SH Certificate (20hrs) 1st "DSU" session; max 12 ppl	$0.00	$3,600.00	$3,600.00
SH Facilitator Training Program (9mths; 2 facilitators x $2850	$5,700	$0.00	$5,700.00
TOTAL	**$13,450.00**	**$11,300.00**	**$24,750.00**

*SH Certificate to initially be offered to DSU Executives and Student Councillors.

MOTION to approve the DSU's participation in the Sustainable Happiness Project and the cost of $13,450.00 CAD in the project
Seconded by Daniela Diaz.
Simple majority vote (state number in favour -61, opposed -0; abstentions 1

5. Presentations **Action Required**

a. Financial Quarterly Report

Yves-Jusslin Maniratanga, VP of Finance gave an update on the DSU finances from 1 June – 31 August 2021.

He highlighted the following:

- Desjardins Savings account amount of $28,397.03 CAD is part of DSU assets and not liabilities as erroneously indicated in the Xero software
- Reminded the Student Council of the delay in payment from the College (normally received in August, however, will be received in September/October this year); this meant cutting back on expenses in Q1
- Financing Activities are payments made for legal fees from the previous mandate (lawyers for the injunction paid in June)

ANNEX: Financial Quarterly Report

b. DSU Student Group Spaces **No Action Require**

Abril Meza Naranjo, VP of Internal Affairs and Operations

After meeting with the VP of Student Life, other Executives and volunteers, a decision was made to offer a communal space for clubs due to COVID-19 guidelines and limited space issues. The DSU Student Group spaces will be divided as follows:

- 2 rooms in C wing (2C.03 and 2C.11) will be a shared space for clubs - on a reserved/booking schedule, a work order was submitted to Facilitations Management (FAMA) to have all dividers removed and make it an open space area with furniture

- 1 room in C wing (2C.09) will be reserved for 3 clubs: Dawson E-Sports Association (DEA), Sci-Fi Fantasy, and Chill Club – these clubs have the most equipment
- DSU Services Room: Expansion of The Hive and Sustainability services

Note: The storage space and Oliver's is currently under construction.

6. Executive Reports **No Action Required**

All reports were presented orally and noted by the Student Council members.

a. President

The President reported the following to the Student Council:

- DSU and Student Services – October 20, 2021 lunch meeting (first time in many years); received encouraging feedback from Student Services
- Collaboration w/ Sustainability (Chris Adam, Director of Sustainability Department) – SH Project, discussed longer-term vision for the DSU and Dawson College, levying external funding, international partners and aim to broaden partnerships in collaboration with Robert Cassidy (Academic Dean) – both known in their fields for innovation
- Concordia Student Union (CSU) – Executives mutual interest in long-term strategy of the DSU
- DSU would like to foster more collaboration with the following College departments:
- Ombudsperson's Office –mandate to expand
- Financial Aid and Student Awards Office
- Dawson Foundation update - Committee for Consultation for Student Contributions to the Foundation has been established (Co-Chaired by member of Student Services and member of Academic Sector) – 2 student seats have been reserved on the committee; this committee is the result of the DSU's request for more transparency in regard to assessment of applications for student funding, bursaries, etc.
- Open House (week of Oct 27) – Sustainability Dept offering tours
- Bill No. 2 – announced last week; in discussions with The Hive Sr. Coordinator as to how to respond

a. Vice-President of Internal Affairs and Operations

The VP of Internal Affairs and Operations informed the Student Council that she has been attending committee meetings, which will be reported on later in the meeting, and organizing events.

i. Health & Safety Committee Meeting (Sep 14): The College responded (R) to the following issues brought up by the DSU:
   a. Concern regarding full return to in-person classes vs. preference for a hybrid model to facilitate a safe transitioning to regular process. R: The government does not allow a hybrid model to take place.
   b. Concern regarding potentially insufficient cleaning around College. R: There is a shortage in labour/cleaning staff which makes it harder to maintain a constant level of disinfection.
   c. Concern regarding students not respecting the COVID-19 safety rules/guidelines. R: Students can inform security or any other staff if they notice students not respecting COVID-19 protocols. 400 Students have been referred to security with a 1st warning, 2nd warning – number is much lower. Student Code of Conduct requires students to show their ID whenever asked.
   d. Concerns regarding some teachers not respecting the 2-metre distancing while not wearing a mask. R: Students can contact the Ombudsperson's Office to voice their concerns. All inquiries with the Ombudsperson are confidential so students do not have to worry about a basic inquiry coming back to hurt them in their class.
   e. Concerns regarding proper ventilation. R: Students should not worry. The ventilation (system) is state-of-the-art, and any past issues have been resolved.
   f. Anyone who might have been at risk for contracting COVID-19 will be contacted. If students want more information, they should email the Dawson Health Services.

Note: At the time of the Student Council meeting, the College had already addressed many issues that were brought up at the committee meeting.

g. Mention of possible fire drill during F2021 since students are back on campus for the first time; Dawson's emergency procedure documentation will be sent to the student population and will be included in the Dawson College website under Facilities Management

ii. Events Committee: Recruitment and interview process for committee members took place on Sep 18-19; 10 roles established; first meeting to take place on Tuesday, Oct 5 to start planning upcoming events
iii. Academic Calendar Committee: Nominated during the Senate meeting; first meeting to be held on Sep 28
iv. Office Volunteers: Recruitment and training has started for Office of Internal Affairs and Operations office volunteers

c. Vice-President of Finance

The VP of Finance informed the Student Council that since the last meeting, he has discussed finances with Clubs and the use of DocuSign software for reimbursements, as well as met with the Finance Committee - to be discussed later in the meeting.

d. Vice-President of External Affairs

The VP of Academics and Advocacy reported the following to the Student Council:

i. In the process of setting up interviews for 6 applicants for Office Volunteers – 6 applicants so far; reaching out to Peace Centre and Francophone students to prioritize those Indigenous and French applicants for those 2 community-based roles Office fully formed
ii. AGEL (Lasalle College Student Association) – potential collaboration for an intercollegiate donation collection campaign in the month of December; collections to be split between Resilience Montreal and The Native Women's Shelter of Montreal; the collection campaign done in tandem is to promote unity between the colleges as well as be a more effective way to collect donations
iii. Student Services Fair W2022 – to promote external organizations that have reached out to the DSU to offer services to students; in discussions with other student unions to possibly be an intercollegiate event
iv. Municipal elections – Dawson College is not organizing anything so without support from College, the VP of External Affairs is not adequately prepared to take this on alone. She is meeting with the Events Committee to see possible ways to promote the election
v. UN Delegates Trip – will be meeting with VP of Finance to discuss feasibility of the trip
vi. CASAQ
    a. General Assembly – date still TBD; harder to get GA set-up; will set the date for November 26 if does not receive any feedback from CASAQ
    b. Bill 96 Statement – neither La Presse/Le Devoir published it – in order to get more media attention and promote the causes that affect CASAQ members, CASAQ needs to become a more recognized organization; will be prioritizing a panel to discuss the future of CASAQ at the GA
vii. Policy and Regulations Committee – to be called by VP of External Affairs and President, as well as the Socio-Political Committee

f. Vice-President of Student Life

The VP of Student Life reported the following to the Student Council:

i. Office Volunteers – 4 people; will meet with them to delegate tasks
ii. Club Standing Regulations – Student Council will be asked to approve it at the next meeting

iii. All Clubs meeting held on Oct 22 (all DSU Executive Officers in attendance– except VP Sust & Serv) – discussed formalities to make things smoother; all clubs seemed understanding; will hold the same type of meeting for Interim Clubs
iv. Interim Clubs
    a. WeShip Entrepreneurship – major projects: electronic appliance recycling, on campus thrift store
    b. Japanese Cultural Appreciation Club – joint Halloween event on Oct 28 with Sci-Fi Fantasy Club and DEA; Maid Café event later in the year
    c. Dawson Invests – investing simulation competition and workshops and webinars planned
    d. Dawson Vocal and Instrument Club – planning a holiday, joint event with K-Drop, orchestra (end of the year)
    e. Dawson Film Club – watching and critiquing movies
    f. DEV Club – computer science; still waiting on official papers to become an official interim club

ANNEX: Interim Clubs

7. DSU Student Representatives & Committee Reports **No Action Required**

DSU Student Representatives

a. Senate (report by President)
- Ombuds Office: Lengthy report from Ombudsperson regarding re-evaluation of mandate from 2019-2020. Dawson College has recognized an increase in interest of services provided; want to clarify the mandates – there was a stigma that it was not impartial or independent enough and acted as a resource that was biased towards students; hired new Ombudsperson (expanded beyond 1 person); office is now respecting more confidentiality – now physically separated from Student Services' main office
- Academic Calendar Criteria: 2022-2023 calendar was revised; usually reviewed every year and typically voted on 1-2 years ahead of time
- By-Law 6 Subcommittee: By-Law 6 deals with the composition of the Board of Governors (BoG) and Senate. Nearly 1 year after DSU lobbying, Senate has approved a subcommittee (composition TBD, but with at least 1 student seat) mandated to evaluate the expansion of student seats specifically on Senate. The DSU has been lobbying the expansion of student representation on College Bodies which the College Administration now recognizes. Initially, the DSU requested to have a total of 9 seats on Senate (currently DSU has 4 seats) The DSU is asking for a minimum of 2 additional seats – broken down either by Academic Sector or demographics (i.e. Indigenous Student Rep). Union Reps and Faculty are taking this opportunity to request more seats as well since this is the first time in many decades that Senate composition has been reviewed

b. Academic Calendar Committee (report by VP of Internal Affairs and Operations)
- Met with ACC on Sep 28 – discussion of preliminary requirements and Senate recommendations, specifically legal criteria that ACC needs to abide by College criteria and Senate criteria; Student study break discussions – Fall study break of 1 week (3 days between a long weekend, such as Thanksgiving) – more difficult to organize due to strikes, snow days, etc., sprinkling of Wellness Days throughout the semester; Winter semester already has an established break and spring break; once different calendar options are available, will share with Student Council for input

c. Health & Safety Committee (report by VP of Internal Affairs and Operations)
- Difficulty with scheduling and follow-up meeting only taking place tomorrow (Oct 26); email health and safety concerns to Abril so she can bring them up at the meetings

d. Institutional Student Evaluation Policy (ISEP) (report by President)
- No update since most recent meeting cancelled; reminded Student Council of DSU's

demand for student representation on the Academic Misconduct and Appeals Committee - which still remains in limbo since last year (hand in hand with Senate demand)

e. Standing Committee for Prevention of Sexual Violence Policy (report by President)
    - Met on Oct 25 – 3 member subcommittee formed to look at recommendations for revision primarily based on survey from 5000-6000 student respondents; have 1 week to revise the policy and include recommendations which will be finalized by a professional before being presented to the BoG on Nov 26; meetings will continue for another revision set for Sep 2022 since pandemic put an 18mth halt to the committee work - this policy was mandated by the provincial government for all post-secondary institutions so the College must follow the criteria set by the government – which they have not been currently doing; one of the primary changes the College wants to make is to decentralize/remove altogether investigations handled by Student Services (prefer to have an external firm handle the receipt and investigation process); policy will be updated to include alumni – very significant change because DSU had met with alumni groups who were in distress because they were not able to properly address situations of sexual misconduct that took place while they were students at Dawson; discussed improvement of visibility – Communications Dept will create a landing page with interactive flowcharts/graphs for easier visual understanding; considering the development of tailored training for the type of users (i.e. faculty, students, security guards, etc.); training will be the same as the one developed by Concordia which is currently still on Noodle (licensing bought by Federation des Cegeps); the Executives and The Hive will discuss these updates – a preliminary concern received from The Hive is that students may not be comfortable with external firms taking on these situations at such an early level

<u>DSU Committees</u>

f. Campus Life & Operations Committee (CLOE) (report by VP of Internal Affairs and Operations)
    - Co-Chair w/ VP of Student Life – 1st event Geek Week (week of Oct 18) in collaboration with Campus Life & Leadership (CLL) and Sci-Fi Fantasy and Chess Club
    - Virtual Cosplay contest – big success
    - Halloween Week started week of Oct 25 – haunted maze, collaboration with Cinema and Comms Program; DEA, Sci-Fi and Fantasy, and JCA joint event – game tournament
    - Nothing planned for Nov yet
    - Meet every Tuesday (and recently on Sundays due to multiple events going on)
    - End of Nov – multicultural week (tentative)
    - Dec – Yule Ball (before Christmas break) (tentative)

g. Finance Committee (report by VP of Finance)
    - Past few weeks have been forming committee; Oct 24 – 1st official meeting – discussions centred around committee functions, internal committee rules; main goal – create financial regulations for the DSU and provide advise on certain financial decisions; drafting a financial policy (first for the DSU) – would appreciate Student Council members to be part of committee to give input and be familiar with the processes and regulations
    - Merchandise – Over the past months, there has been a demand by the student body for DSU merchandise. The DSU is looking into possibly purchasing water bottles, agendas, and reusable straws

h. Student Representatives Caucus (report by VP of Academics and Advocacy)

None

8. Adjournment

The meeting adjourned at 8:20p.m.

The Chair, once again, reminded the Student Council of the next meeting on Monday, November 29 at 7:15p.m.

Samantha Morel
Chair

Rina Alma Arlegui
Administrative Director (Corporate Secretary)

ANNEX: 1

DAWSON STUDENT UNION (DSU) STUDENT REPRESENTATIVES
2021-2022

Names in red require approval.

	DAWSON COLLEGE BODY	STUDENT REPRESENTATIVE(S)	NO. OF STUDENT REP SEATS
	Board of Governors	Alexandrah Cardona, Daniela Diaz	2
	Senate	Alexandrah Cardona, Mia Scroggins-Hadley, Abril Meza Naranjo, Shirin Hinojosa Violante	4
	Academic Calendar Committee[1]	Abril Meza Naranjo	1
	Arts, Literature & Communications Committee (Pre-University Arts Program)	Marisa Mitchell	1
	Budget Consultation Committee	Yves-Jusslin Maniratanga	1
	Code of Conduct Policy Committee	Not currently active	1[3]
	College Branding Committee	Marisa Mitchell	1
	Committee to Stem Violence & Abuse of Power	Mia Scroggins-Hadley	1
	Dawson College Foundation	Yves-Jusslin Maniratanga	1
	Dawson Sustainability Committee	Shirin Hinojosa Violante	1
	Evaluation/Renewal Committee[1, 3]	TBD	1[2]
	Health & Safety Committee	Abril Meza Naranjo	1
	Inclusion Policy Committee	Mia Scroggins-Hadley	1

	Institutional Student Evaluation Policy Committee (ISEP)[1]	Alexandrah Cardona, Mia Scroggins-Hadley	2
	Institutional Policy on the Evaluation of Programs Committee (IPEP)[1]	Alexandrah Cardona, Mia Scroggins-Hadley	2
	(Pre-University Arts Program) Arts, Literature & Communications Committee	Marisa Mitchell	1
	Pre-University Science Programs Committee	Adelka Felcarek-Hope, Inès Lamothe-Katrapani	2
	Pre-University Social Science Programs Committee	No Student Representative seat	0
	Prevention of Sexual Violence Committee	Alexandrah Cardona, TBD, TBD	3
	Quality of Education Committee[1, 3]	TBD	2
	Smoke-Free Policy Committee	Abril Meza Naranjo	1
	Standing Committee – Policy on Sexual Violence	TBD, TBD	2
	Student Improvement Fund	Yves-Jusslin Maniratanga	1
	Student Contributions to the Foundation Consultation Committee	Shirin Hinojosa Violante, Yves-Jusslin Maniratanga	2

[1] Academic/Senate Sub-Committee
[2] Must be a Senator
[3] Not currently active

QUARTERLY REPORT

DSU FINANCIALS

ANNEX: 2

BALANCE SHEET

Balance Sheet

Dawson Student Union
As at 31 August 2021

	31 AUG 2021
Assets	
Bank	
Desjardins - Chequing	25,075.01
Desjardins Savings - Advocacy	0.70
Desjardins Savings - Emergency Fund	50,000.00
Desjardins Savings - HR	0.70
Desjardins Savings - Project Development	50,000.00
Desjardins Savings - Services	10,001.15
Desjardins Savings - Student Group Fund	50,000.00
Desjardins Savings - Student Life	0.70
Total Bank	**185,078.26**
Total Assets	**185,078.26**
Liabilities	
Current Liabilities	
Accrued liabilities	4,599.00
Chairperson Credit Card (Kevin)	424.93
Deputy Chairperson Credit Card (Alexandrah Cardona)	417.41
Desjardins- Savings	28,397.03
Hive Coordinator Credit Card (Gustavo Guzman)	252.27
Treasurer Credit Card (Noah)	30.80
Total Current Liabilities	**34,121.44**
Total Liabilities	**34,121.44**
Net Assets	**150,956.82**
Equity	
Current Year Earnings	(58,472.10)
Retained Earnings	209,428.92
Total Equity	**150,956.82**

STATEMENT OF CASH FLOW

Statement of Cash Flows

Dawson Student Union

For the 3 months ended 31 August 2021

	JUN-AUG 2021
Operating Activities	
Receipts from customers	90.54
Payments to suppliers and employees	(60,090.87)
Cash receipts from other operating activities	1,257.24
Net Cash Flows from Operating Activities	**(58,743.09)**
Financing Activities	
Other cash items from financing activities	(14,407.96)
Net Cash Flows from Financing Activities	**(14,407.96)**
Net Cash Flows	**(73,151.05)**
Cash and Cash Equivalents	
Cash and cash equivalents at beginning of period	228,706.87
Net change in cash for period	(73,151.05)
Cash and cash equivalents at end of period	155,555.82

GENERAL LEDGER

Ledger Report 1 / 2 — 80% +

General Ledger Summary

Dawson Student Union
From 1 June 2021 to 31 August 2021

Account	Debit	Credit	Net Movement
Accidental Payment (6030)	629	-	629
Accounting (5615)	4,599	-	4,599
Accounts Payable (2200)	15,635	15,364	271
Accrued liabilities (2103)	14,408	-	14,408
Bank Fees (6000)	9	-	9
Chairperson Credit Card (Kevin) (2310)	1,429	1,854	(425)
Credit Card Payments (6020)	1,489	-	1,489
Deputy Chairperson Credit Card (Alexandrah Cardona) (2330)	-	417	(417)
Desjardins - Chequing (1010)	66,336	74,428	(8,093)
Desjardins Member Dividend (6010)	-	79	(79)
Desjardins- Savings (1055)	30,012	65,000	(34,988)
Desjardins Savings - Advocacy (1060)	1	10,001	(10,000)
Desjardins Savings - HR (1070)	1	10,001	(10,000)
Desjardins Savings - Student Life (1075)	1	10,001	(10,000)
Digitization (5642)	-	6,255	(6,255)
Employees' Expenses (5470)	461	-	461
Events (5650)	61	-	61
Hive Coordinator Credit Card (Gustavo Guzman) (2320)	1,084	280	803
Interest income (4050)	-	11	(11)
Legal (5610)	9,990	8,153	1,837
Meals & entertainment (5950)	292	-	292
Office Supplies (5700)	49	-	49
Reimbursement (6040)	-	1,257	(1,257)
Sustainability (5634)	400	-	400
The Hive (5030)	252	-	252
The Plant Newspaper (5020)	115	-	115
Treasurer Credit Card (Noah) (2300)	1	32	(31)
Wages and Source Deductions (5410)	51,374	-	51,374
Wages and Source Deductions - Executive (5420)	3,206	-	3,206
Webmaster and Software (5685)	1,303	-	1,303
Total	**203,135**	**203,135**	**-**

GENERAL JOURNAL REPORT

New Clubs on the Block: The DSU's Interim Clubs

Office of DSU VP Student Life
Yimaj Baharun
Annex: 3

We Ship Entrepreneurship

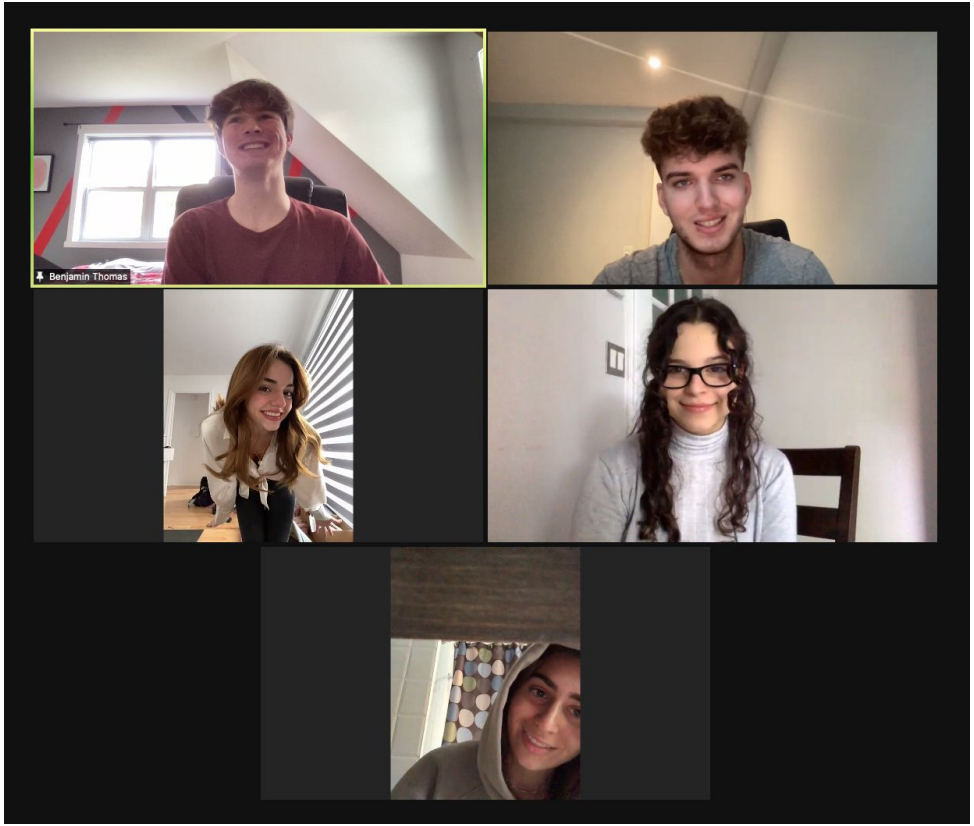
- Exploring and expanding entrepreneurial skill sets
- Collecting electronic appliances
- Thrift store campaign

Japanese Cultural Appreciation

- ‘Yokai’ Halloween Festival
- Maid Cafe

Dawson Invests

- Investing Simulation Competition
- Investing workshops



Dawson Vocal and Instrument Club

- Holiday Show
- Collaboration with KDrop
- End of year Orchestra

Coming Soon

- Dawson Film Club
- Dev Club