



University of Alberta Students' Union

AUDIT COMMITTEE

Friday, October 26, 2018

4:00pm

SUB 6-06

We would like to respectfully acknowledge that our University and our Students' Union are located on Treaty 6 Territory.

We are grateful to be on Cree, Dene, Saulteaux, Métis, Blackfoot, and Nakota Sioux territory; specifically the ancestral space of the Papaschase Cree. These Nations are our family, friends, faculty, staff, students, and peers. As members of the

University of Alberta Students' Union we honour the nation-to-nation treaty relationship. We aspire for our learning, research, teaching, and governance to acknowledge and work towards the decolonization of Indigenous knowledges and traditions.

AGENDA (AC-2018-05)

2018-05/1 INTRODUCTION

2018-05/1a Call to Order

2018-05/1b Approval of Agenda

2018-05/1c Approval of Minutes

2018-05/1d Chair's Business

2018-05/2 QUESTION/DISCUSSION PERIOD

2018-05/2a Students' Council Executive Committee - VISA Statement(s) Review

Paper copies will be provided at the meeting.

2018-05/2b Students' Union, Senior Manager(s) - VISA Statement(s) Review

Paper copies will be provided at the meeting.

2018-05/3 COMMITTEE BUSINESS

2018-05/3a THIBAUDEAU MOVES to approve the KPMG Audit findings.

2018-05/4 INFORMATION ITEMS

2018-05/4a AC-2018-04, Minutes - September 28, 2018.

See AC-2018-05.01.

2018-05/5 ADJOURNMENT

2018-05/5a Next Meeting: Friday, November 9, 2018 @ 4:00PM in SUB 6-06.

**AUDIT
COMMITTEE**

Friday, September 28, 2018

**4:00pm
SUB 0-55**

We would like to respectfully acknowledge that our University and our Students' Union are located on Treaty 6 Territory.

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ATTENDANCE

NAME	PROXY	PRESENT	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
David Chung		Y	
Brandi Kobes		Y	
Rowan Ley		Y	
Luke Statt		Y	
Jimmy Thibaudeau		Y	
Amlan Bose		Y	
Deirdra Cutarm		Y	

AGENDA (AC-2018-04)

2018-04/1 INTRODUCTION

2018-04/1a Call to Order
THIBAUDEAU: Called the meeting to order at 4:34PM.

2018-04/1b Approval of Agenda
STATT/BOSE MOVED to approve the agenda.
6/0/0 - CARRIED

2018-04/1c Approval of Minutes
KOBES/BOSE MOVED to approve the minutes of AC-2018-04-M.
6/0/0 - CARRIED

2018-04/1d Chair's Business

THIBAudeau: Noted that the Committee will receive, at the next meeting, (a) a presentation from the KPMG auditors and (b) Students' Union employee visa statements. Recommended that the Committee review statements for discrepancies in advance of the meeting. Noted that problematic audits should occur in-person. Noted that motions to approve straightforward audits can also occur online. Noted that the frequency of meetings will soon be monthly.

KOBES: Inquired into whether the Committee should meet on or off Council weeks. Recognized that the Committee meetings are closer to a Council meeting on off-Council weeks.

STATT: Noted that, while attending in-person is difficult, he can attend if required.

KOBES: Inquired into whether meetings will occur during Reading Week.

THIBAudeau: Responded in the negative.

KOBES/LEY MOVED to establish the meeting schedule of meetings at 4:00, during off-Council weeks, on Fridays.
7/0/0 - CARRIED

2018-04/2 QUESTION/DISCUSSION PERIOD

2018-04/2a Audit Re-Allocation

THIBAudeau: Established that there are fourteen faculty associations and seven residents associations and, therefore, each member is to complete two FA's and one RA. Noted that members cannot audit their own FA or RA.

LEY: Advised that the division of audit responsibilities account for the varying sizes of faculty associations.

THIBAudeau: Noted that the Engineering Students' Society, Interdepartmental Science Students' Society, and Education Students' Association are the largest faculty associations to audit.

LEY: Noted that those without Faculty Association Membership Fees have far fewer expenses relative to the aforementioned larger associations.

THIBAudeau: Suggested pairing the Engineering Students' Society with the Native Studies Students' Association. Suggested pairing the Interdepartmental Science Students' Society with the Faculty of ALES Undergraduate Association.

CUTARM: Determined to audit the Engineering Students' Society, Native Studies

Students' Association, and Graduate Students Association.

KOBES: Determined to audit the Education Students' Association, Association des Universitaires de la Faculté Saint-Jean, Residence Saint-Jean, and the Business Students' Association.

LEY: Determined to audit the Interdepartmental Science Students' Society, Faculty of ALES Undergraduate Association, and Michener Park Residence.

STATT: Determined to audit the Organization for Arts Students and Interdisciplinary Studies, Alberta Pharmacy Students' Association and Newton Place Residence.

KOBES: Inquired into whether the Committee must retroactively complete the spring and summer audits.

THIBAudeau: Determined to get back to the Committee with a response, at the next meeting, as to the scope of their work. Noted that, if the spring and summer must also be completed, those already identified as the auditors will complete the work.

LEY: Noted that he has yet to complete the Nursing Undergraduate Association audit which was intended to be complete for September 1st.

THIBAudeau: Clarified that Ley is to complete the audit.

KOBES: Noted that she was assigned to audit two parties but never received the materials to audit.

BOSE: Determined to audit Kinesiology, Sport, and Recreation Student Society, Law Students' Association, and Lister Hall Students' Association.

CHUNG: Determined to audit Augustana Students' Association, Medical Students' Association, and International House.

THIBAudeau: Determined to audit Nursing Undergraduate Association and HUB.

2018-04/2b Audit Process

THIBAudeau: Established that the Committee audits faculty and residence associations to ensure their expenditure is responsible and properly accounted. Clarified that the Committee does not consider the propriety of expenses, but their validity. Clarified the audit process: Discover Governance will send the budget line to the chair, who will send it to the relevant committee member, who will complete the audit by cross-referencing receipts on a given budget line, and then, finally, report back to the chair. Noted that members can call audited groups to a hearing, and if appropriate, deny funds.

KOBES: Inquired into whether a member can select multiple budget lines in their audit.

THIBAUDEAU: Responded in the positive. Clarified that the scope of the audit is at the discretion of the member.

KOBES: Inquired into whether a member can request explanations for a given expense.

THIBAUDEAU: Responded in the positive. Clarified that, in cases which are highly questionable, a member can inquire into the nature of the expense. Determined to send the budget lines in the near future.

2018-04/3 **COMMITTEE BUSINESS**

2018-04/4 **INFORMATION ITEMS**

2018-04/4a AC-2018-03, *Minutes* - September 13, 2018.

See AC-2018-04.01.

2018-04/5 **ADJOURNMENT**

THIBAUDEAU: Adjourned the meeting for 4:29pm.

2018-04/5a **Next Meeting:** Friday, October 12, 2018 @ 4:00PM in SUB 6-06.

SUMMARY OF MOTIONS

MOTION	VOTES
STATT/BOSE MOVED to approve the agenda.	6/0/0 - CARRIED
KOBES/BOSE MOVED to approve the minutes of <i>AC-2018-04-M</i> .	6/0/0 - CARRIED
KOBES/LEY MOVED to establish the meeting schedule of meetings at 4:00, during off-Council weeks, on Fridays.	7/0/0 - CARRIED