

**AUDIT
COMMITTEE**

**Thursday, March 28, 2019
5:00pm
Discover Governance Office, Meeting Room**

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-2018-09)

- 2018-09/1 INTRODUCTION**
- 2018-09/1a Call to Order**
- 2018-09/1b Approval of Agenda**
- 2018-09/1c Approval of Minutes**
- 2018-09/1d Chair's Business**
- 2018-09/2 QUESTION/DISCUSSION PERIOD**
- 2018-09/2a Discussion and Review of Fall Reports**
- 2018-09/3 COMMITTEE BUSINESS**
- 2018-09/4 INFORMATION ITEMS**
- 2018-09/4a AC-2018-08, *Minutes* - March 28, 2018.**

See AC-2018-09.01.
- 2018-09/5 ADJOURNMENT**
- 2018-09/5a Next Meeting: TBD.**



University of Alberta Students' Union

AUDIT COMMITTEE

**Thursday, March 28, 2019
5:00pm
Students' Council Offices, SUB**

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		N	N
Nathan Sunday		N	N
Samantha Tse		Y	
Rowan Ley		N	N
Luke Statt (chair)		Y	
John Hussein		Y	
Amlan Bose		Y	
Deirdra Cutarm		Y	
Andre Bourgeois		N	N

MINUTES (AC-2018-08)

2018-08/1 **INTRODUCTION**

2018-08/1a **Call to Order**

STATT: Called the meeting to order at 5:08pm.

2018-08/1b **Approval of Agenda**

STATT/CUTARM MOVED to approve the agenda with the addition of item 2018-08/2a.

2018-08/1c Approval of Minutes
STATT/HUSSEIN MOVED to approve the minutes of *AC-2018-07-M*.
4/0/1 - CARRIED
Hussein abstains.

2018-08/1d Chair's Business

STATT: Noted that he is in the process of writing a transitional report and refining operational processes for the Committee in order to ensure clarity and efficiency in the next term.

2018-08/2 QUESTION/DISCUSSION PERIOD

2018-08/3 COMMITTEE BUSINESS

2018-08/2a Review of Audits

STATT: Determined to support Hussein to catch up on his audits.

TSE: Noted that she completed the Interdepartmental Science Students' Society Fall, Spring, Summer and Winter audits. Noted that she completed the Education Students' Association audit for last year.

HUSSEIN: Expressed concern that Tse cannot complete the ESA audit without a conflict of interest.

STATT: Clarified that Cutarm is completing the audit. Expressed concern that the Committee cannot approve the spring and summer audits without evidence.

TSE: Determined to source receipts for these audits.

BOSE: Expressed concern that he received audit materials neither for any faculty association nor residence association he is scheduled to audit. Expressed concern at the ability of Discover Governance' to distribute the materials for the Committee.

STATT: Determined to inquire into why Bose has not received the materials for Kinesiology, Sport, and Recreation Student Society, Lister Residence Association, and the Alberta Pharmacy Students' Association.

CUTARM: Confided that she completed the Spring, Summer, and Fall audits for Native Studies Students' Association. Noted that had to return the materials for the ESA to discover governance and only received the new copies in the last few days.

STATT: Proposed that members note the status of their audits in the tracking document. Suggested that it would be more efficient to liaise online than meet in-person to deliver updates. Considered that he will propose changes to the

tracking document in future. Noted that he requested audit materials from the Law Students' Association. Noted that he received the Winter audit materials from the HUB Residence Association.

TSE: Inquired into whether the Committee plans to skip the spring and summer audits which, for some residences and associations, are not yet complete.

STATT: Responded that the Committee will return to these audits after first completing its more pressing, recent items. Determined to ready the approval of the Fall receipts for the Association des Universitaires de la Faculté Saint-Jean for next meeting. Inquired into whether NSSA receives a FAMF.

CUTARM: Responded in the negative. Noted that there are three items on the NSSA Fall term budget.

BOSE: Proposed that Statt, on the behalf of the Committee, request Discover Governance send all Executive expenditure receipts be sent to the Committee for auditing.

CUTARM: Expressed concern that the Committee only audited the Executive on one occasion in October 2018.

STATT: Determined to act on Bose's proposal.

STATT/CUTARM MOVED to approve the Native Studies Students' Association Fall Budget audit.
5/0/0 - CARRIED

TSE: Identified that she selected line 215, an expenditure from the Spring Summer ISSS budget, where there was an expenditure of 8233 dollars. 8707

BOSE: Inquired into whether Tse found an issue in line 223.

TSE: Noted that the Committee cannot approve the winter budget as it shows a 3000 experience with no tab in 21503. Noted that she requested further supporting documents for this transaction but only received a receipt for the spring and summer.

STATT: Confirmed that Tse asked for a budget line but her request for information has not yet been satisfied and, instead, ISSS provided a receipt for another audit. Proposed that Tse re-request the supporting documentation for the relevant budget line via Discover Governance.

BOSE: Inquired into the permissibility for purchasing Week of Welcome swag when it is a Students' Union event.

CUTARM: Noted that OASIS provides some new students branded products.

STATT: Identified that he investigated a \$258 fall orientation expenditure. Noted that he had concerns as to the expense being in excess of what was required. Clarified that the Committee only ensures that expenses are valid, not that they are reasonable.

BOSE: Expressed concern that there are two of the same expenditures for computers.

STATT: Considered that these are the costs for new computer monitors and are the same price as they are the same model.

STATT/TSE MOVED to approve the Organization for Arts Students and Interdisciplinary Studies Fall Budget Audit.

4/0/1 - CARRIED

Bose abstains.

TSE: Identified a discrepancy. Expressed concern that, in the 2018 spring-summer budget, line 215 lists a \$8233 2018-19 student handbooks expense when, however, the receipt for this purchase reads that the cost was \$8777.65.

STATT: Determined to investigate this discrepancy further. Anticipated seeing more items for approval next week. Considered having weekly meetings until the end of the semester. Emphasised that members should log their progress on the document.

2018-08/4 **INFORMATION ITEMS**

2018-08/4a AC-2018-07, *Minutes* - February 6, 2018.

See AC-2018-08.01.

2018-08/5 **ADJOURNMENT**

STATT: Adjourned the meeting at 5:52pm.

2018-08/5a **Next Meeting:** Thursday, April 4, 2019 @ 5:00PM in SUB.

SUMMARY OF MOTIONS

MOTION	VOTES
STATT/CUTARM MOVED to approve the agenda with the addition of item <i>2018-08/2a</i> .	5/0/0 - CARRIED
STATT/HUSSEIN MOVED to approve the minutes of <i>AC-2018-07-M</i> .	4/0/1 - CARRIED Hussein abstains.
STATT/CUTARM MOVED to approve the Native	5/0/0 - CARRIED

Studies Students' Association Fall Budget audit.	
STATT/TSE MOVED to approve the Organization for Arts Students and Interdisciplinary Studies Fall Budget Audit.	4/0/1 - CARRIED Bose abstains.