

**AUDIT
COMMITTEE**

Monday, March 30, 2020

6:00 PM

Google Hangouts

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.

ATTENDANCE

NAME	PROXY	PRESENT	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
Samantha Tse (chair)		Y	
Oliva Harris		Y	
Adarsh Badesha		Y	
Nathan Sunday		N	
Simran Dhillon		Y	
Katie Kidd		Y	
Andrew Batycki		Y	

MINUTES (AC 2019-17)

- 2019-17/1 INTRODUCTION**
- 2019-17/1a Call to Order**
TSE: Called the meeting to order at 6:03pm.
- 2019-17/1b Approval of Agenda**
- 2019-17/1c Approval of Minutes**
- 2019-17/1d Chair's Business**
- 2019-17/2 QUESTION/DISCUSSION PERIOD**
- 2019-17/2a Review SRA Reports**

TSE: Outlined that the Committee's auditing responsibilities are described within the [2019/20 SRA Tracker](#).

DHILLON: Expressed concern that the Association des Universitaires de la Faculté Saint-Jean audit submission has missing values at 22-00. Determined to send an inquiry requesting further information.

HARRIS: Inquired into whether the Committee should check-in with student representative associations that are operating at a substantial surplus or deficit.

TSE: Responded in the affirmative. Clarified that the Committee can investigate the reason for the surplus/deficit as well as ask the SRA in question how they intend to use their excess funds or manage their deficit.

KIDD: Determined, in the course of her audits, to request the SRAs to present receipts for all charges exceeding \$1000 CAD.

HARRIS: Inquired into whether the Committee can request receipts for revenues as well as expenses.

TSE: Responded in the affirmative.

BADESHA: Expressed concern that the LHSA report is empty. Determined to send an email requesting the SRA to re-submit with a completed form. Suggested giving the LHSA until April 6th to provide corrected documentation.

BATYCKI: Inquired into whether he should check receipt codes as part of the Nursing Audit.

TSE: Responded in the negative. Clarified that the receipt codes are for their internal SRA purposes and are not relevant for the purposes of auditing.

DHILLON: Expressed concern that the ECSA addition for income minus their expenses does not sum to their annual balance. Inquired into whether she requests specific receipts for the purpose of the audit.

TSE: Responded in the affirmative.

2019-17/2b

Discuss Receipt Requests

2019-17/2c

Timeline

TSE: Outlined that the timeline for next year will proceed as follows: reviewing Engineering and ASA in September, reviewing Spring-Summer Audits and the Students' Union CPA Report in October, reviewing Spring-Summer Reports in November, reviewing written reports in December, reviewing Executive Fall Visas in January, reviewing Executive Winter Visas in March, and, finally, reviewing

Executive Full Year Expenses and creating the Audit Annual Report in April. Expressed concern that residence associations may not be able to access their offices for the purposes of preparing their audit documentation as they have been evicted. Determined to work with residence associations on their audit submission timelines where there are extenuating circumstances.

DHILLON: Inquired into whether the Committee must still secure receipts from SRA's that have not submit complete reports.

TSE: Responded in the affirmative. Determined to meet next week next week as a Committee.

2019-17/3 **COMMITTEE BUSINESS**

2019-17/4 **INFORMATION ITEMS**

2019-17/4b AC-2019-15-M [Minutes] - Tuesday, January 7, 2020.
Meeting was cancelled.

2019-17/5 **ADJOURNMENT**

TSE: Adjourned the meeting at 7:04pm.

2019-17/5a **Next Meeting:** TBD.