



University of Alberta Students' Union

AUDIT COMMITTEE

May 25, 2023
6:00 P.M.
Zoom/SUB 6-06

The University of Alberta and the University of Alberta Students' Union occupy Indigenous land in amiskwacîswâskahikan (Beaver Hills House), on Treaty 6 territory. From time immemorial, the banks along the river valley have been known as the Pehonan, a meeting place for the nêhiyawak (Cree), the Niitsitapi (Blackfoot), Métis, Dënesųłiné (Dene), Ojibway/Saulteaux/Anishinaabe, Haudenosaunee and others. The University, the Students' Union and much of the city are located on the unlawfully stolen land of the forcibly removed Papaschase Cree.

We acknowledge that sharing this land gives each of us the responsibility to research the historic contexts of Treaty 6, to reflect on our personal relationships to the land, the Nations we've named, and to our roles in upholding justice on this territory. Since they began, the Students' Union and the University have benefited from historic and ongoing dispossession of land and resources from Indigenous Peoples. As a result, it is our responsibility to seek the restitution of this land and its resources. Finally, we seek to do better by working to make our learning, research, and governance align with the histories, languages, teachings, and cultures of First Nations, Métis, and Inuit Peoples in the land presently occupied by the Canadian state.

We encourage critical reflection by asking the following question. In relation to the territory on which you are situated, what role do you play in strengthening the resistance and resurgence of Indigenous students within your communities?

ATTENDANCE

NAME	PROXY	PRESENT
Damon Atwood		Y
Megan Garbutt		Y
Adrian Lam		Y
Annie Miao (Non-Voting)		N
Mason Pich		Y
Nathan Thiessen		Y
Courtney Graham		N/A

MINUTES (AC-2023-00-M)

2023-00/1 INTRODUCTION

2023-00/1a Call to Order

GRAHAM called the meeting to order at 6:05 PM.

2023-00/1b Approval of Agenda

TABLED

2023-00/1c Approval of Minutes

2023-00/1d Chair's Business

2023-00/2 QUESTION/DISCUSSION PERIOD

2023-00/3 COMMITTEE BUSINESS

2023-00/3a Chair Selection

Lam nominates Thiessen - accepted

THIESEN is appointed as the Audit Committee Chair, via acclamation.

2023-00/3b LSA FAMF Discussion

ATWOOD: Highlights that LSA (Law Students' Association) had an issue where they failed to submit their documents on time, or either did not get their money, and after the last term there was no update on this item.

GRAHAM: The previous VFOP had reached out, but there was no response from the prior Audit Committee from March to April. The Audits were approved at the end of February, and there has been no business since then. Many audit approvals were pending, and the Finance department couldn't proceed with dispersing the funds since they required the Audit Committee's approval.

ATWOOD: Questions if there are materials available from the previous audit approvals.

GRAHAM: Explains that the Audit Committee is the only committee that the executives have no access over. Hence this year, there will be a new Google Drive created. In the past year, the committee did not update any files, and only a tracker was found, which shows that LSA submitted its documentation, but there was no approval done by the Committee.

ATWOOD: Questions if it would be worth reaching out to the previous chair of the committee or moving ahead and reaching out to LSA.

GRAHAM: Thinks it is best to reach out to LSA.

THIESSEN: Suggest inviting the LSA Representative to the next committee meeting to decide how to proceed with this situation.

GRAHAM: Adds that this issue wasn't just for LSA but many other organisations, for example ISA. The previous chair did not upload the documents onto the shared drive and hence, we're unable trace the submitted documents.

Shares that the chair would usually assign members to gather the materials. So technically, we could reach out to the previous committee member who were in charge of these organisations.

ATWOOD: Points that bringing people from the LSA might be difficult since many students might have left already for Summer.

LAM: Adds that conflict of interests must be considered if the Committee assigns members for certain organisations.

THIESSEN: States that the action plan for this Committee now would be to retrieve all the documents and get money dispersed to the awaiting organisations. The committee can contact the previous Audit Committee members, LSA, ISA, and other institutions with the same problem.

GRAHAM: Adds that there is a contact list for all the faculty associations that could be given to the members if needed.

PICH: Questions if there is a plan on when to assign members to get into contact since, for the case of LSA and ISA, it is best to have a solution as soon as possible.

GRAHAM: Recommends summer time as the committee's workload is lighter during the Summer.

GARBUTT: Mentions that the LSA email states mid-summer, so it would be a good idea to check in with them to see their mid-summer timeline.

ATWOOD: Thinks that it is important to know how many groups are in the same boat as the LSA in order to make a decision.

GRAHAM: States that the previous committee approved 6 out of 26 audits - ASA, AUFSJ, BSA, ESS, ESA, and KSSRS. The materials to approve an audit include receipts (usually for larger purchases), bank statements, and financial statements. It is usually up to the Committee to decide the level of detail they want, but these are the bare minimum documentations needed. The approval process is just having these documents into a shared drive for members to see and then approving them in a meeting. Once a motion is

made to approve their audit, the money is dispersed to the groups within a week or less.

THIESSSEN: Questions if the 20 remaining groups are waiting to receive their money from the 2022-2023 year.

GRAHAM: The audits happen in 3 semesters - Summer, Fall, and Winter. So these 20 groups need their money for the Winter term.

ATWOOD: Points that the LSA did not receive any money last year. Questions if the 20 remaining groups have already submitted their materials and are waiting for their funds.

GRAHAM: Some of the groups did submit their materials and were only waiting for the Committee to approve them. While others did not hand things in. However, the chair only updated the tracker.

THIESSSEN: Hopes to resolve the unfinished business from the last Committee by the end of Summer. Adds that business for the next meeting would be to assign each member to their respective student organisations.

ATWOOD: Suggests having all the submissions made to the committee email.

GRAHAM: Adds that the SGS is creating a financial form to submit these documents for auditing. Once that is in effect, the committee can track the documents better.

THIESSSEN: Questions if people agree to meeting more frequently during the Summer to wrap up unfinished business, such as making the committee meetings weekly.

ATWOOD: Doesn't agree to a meeting every week. Adds that most of the work can be done outside the meeting hours, like collecting the materials and reaching out to people. Meetings can be more of a time to discuss any issues that may have arisen or to approve things.

LAM: Suggests using the group chat more frequently for fruitful discussion and updates outside the meeting hours.

GARBUTT: Suggests having a 2 hour bi-weekly meetings by extending the current meetings by an hour more.

LAM: Questions if the Committee audits the organisations once every semester.

GRAHAM: States that the previous Committee changed the deadlines to have Spring, Summer, and Fall as one audit, completed at the end of the fall

semester. The deadline in Bylaw is officially the second week of December. The winter semester will have another audit due during the second week of March.

THIESSEN: Plans to have the associations assigned to the members by the next meeting (or during the next meeting) and discuss increasing the number of councillors on this Committee to ensure equal workload among the members.

PICH/GARBUTT MOVE TO increase the meeting time by an hour for the next meeting on June 8th, 2023.

CARRIED

LAM/PICH MOVE TO adjourn the meeting.

CARRIED

2023-00/4

INFORMATION ITEMS

2023-00/5

ADJOURNMENT

Next meeting: June 8th at 6:00 P.M.