

**BYLAW
COMMITTEE**

Wednesday, October 21, 2015

**5.00pm
SUB 6-06**

AGENDA (BC 2015-10)

- 2015-10/1 INTRODUCTION**
- 2015-10/1a Call to Order**
- 2015-10/1b Approval of Agenda**
- 2015-10/1c Approval of Minutes**
- 2015-10/1d Chair's Business**
- 2015-10/2 QUESTION/DISCUSSION PERIOD**
- 2015-10/2a Priorities of bylaw committee for the remainder of the year.**
- 2015-10/3 COMMITTEE BUSINESS**
- 2015-10/3a Adoption of Standing Orders - Final Copy**
- Please see BC 15-10.01
- 2015-10/3b CHRISTENSEN MOVES the following amendments to Bylaws 2400, 2200 and 2300 (Bill #11).**
- Bylaw 2400:***
- Section 6
[Add] - (4) The C.R.O. shall conduct all elections using electronic voting.
[Amend] (3) On the electronic ballot, there shall be a notice to voters that candidates are elected individually to each position, which shall also explain the balloting procedures.
- Section 10 [Amend] The C.R.O. shall have secure access to the electronic ballots through the company providing the electronic ballot platform.
- Section 11 [Rescind] There is no need for scrutineers.

Section 12 [Amend] (a) The C.R.O. shall supervise the counting of ballots electronically, when necessary.

Section 13 [Amend] Rename from Recount to Audit.

1. 1. The C.R.O. may conduct an audit of the results at any time with the support of the balloting company.
2. 2. The C.R.O. shall conduct an audit if evidence or reports of electoral tampering have occurred and shall thoroughly investigate any reported tampering.
3. 3. The C.R.O. shall post the results of any audit within 24 hours of its completion.

Bylaw 2200:

Section 31 [Rescind] Point 2: During voting days, no campaign materials or campaign activities shall be within six (6) meters of any polling station.

Bylaw 2300:

Section 23 [Rescind] Point 2 (as above)

2015-10/3c

CHRISTENSEN MOVES the following amendments to Bylaws 2200 and 2300 (Bill #12).

Bylaw 2200

Section 31

[Add]

2. Candidates, or anyone associated with their campaign, shall not:
 - a. provide voters with any form of electronic device on the day of the election or for the purpose of voting;
 - b. solicit, touch, or otherwise handle a voter's electronic device on the day of the election or for the purpose of voting;
 - c. solicit, steal, borrow, use or otherwise handle another students' CCID or password for the purpose of voting.
3. Where a candidate or anyone associated with their campaign contravenes 31(2), that candidate shall be disqualified.

Bylaw 2300

Section 23

[Add]

2. Candidates, or anyone associated with their campaign, shall not:
 - a. provide voters with any form of electronic device on the day of the election or for the purpose of voting;
 - b. solicit, touch, or otherwise handle a voter's electronic device on the day

- of the election or for the purpose of voting;
- c. solicit, steal, borrow, use or otherwise handle another students' CCID or password for the purpose of voting.
3. Where a candidate or anyone associated with their campaign contravenes 31(2), that candidate shall be disqualified.

2015-10/4 **INFORMATION ITEMS**

2015-10/4a First Principles - Banner Location.

Please see BC 15-10.02

2015-10/4b First Principles - Candidates Forum.

Please see BC 15-10.03

2015-10/5 **ADJOURNMENT**

2015-10/5a **Next Meeting:** Wednesday, November 11, 2015 @ 5.00pm in SUB 6-06.

BYLAW COMMITTEE

(Last Approved - ___DATE___)

1) MANDATE

2) MEETINGS

1. Quorum of the Bylaw Committee shall be ____ voting members.
2. Once at the beginning of the year to:
 - a. Elect a Chair;
 - b. Approve Standing Orders
3. To make decisions regarding:
 - a. The removal and/or replacement of a Chair;
 - b. Changes to Standing Orders
4. Whenever called for by any member with seventy-two hours notice or agreement by all members of the committee as a whole
5. For the first meeting of the Committee in May, September and January, set out a meeting schedule for the following months.
6. Start-Up Meeting Logistics
 - a. The Administrative Assistant will arrange a start-up meeting of Bylaw Committee after the start-up meeting of Students' Council and prior to the installation ceremony at the first meeting of Students' Council.
7. Start-Up Meeting Order of Business
 - a. The Order of Business for the start-up meeting of the incoming Bylaw Committee will be:
 - i. Election of a Chair (see appendix 1)
 - ii. Approval of Annual Meeting Schedule, and
 - iii. Approval of Standing Orders.
8. Last Meeting Additional Orders of Business
 - a. The Order of Business for the last meeting of the year will have the following orders of the day added to the Chair's Business:
 - i. Review and Revision of Standing Orders.
9. Additional Meetings
 - a. Within the limitations of *Bylaw 100 s. 15(2)*, additional meetings of Bylaw Committee may be called by the:
 - i. Chair, or
 - ii. Bylaw Committee
10. Cancelled Meetings
 - a. Meetings of the Bylaw Committee may be cancelled by the Chair or Bylaw Committee.

3) MEMBERSHIP

1. Should a vacancy on the Bylaw Committee occur, then the Committee shall recommend the nomination of additional member(s) to Students' Council at its next meeting.
2. Should the Chair of the Bylaw Committee leave the voting membership of the Committee, the position of Chair shall be considered vacant and a new chair shall be elected at the next meeting.

4) ATTENDANCE

1. The Chair will take attendance orally twice each meeting, once during the Chair's Business and once immediately prior to adjournment.

5) CHAIR'S RESPONSIBILITIES & DUTIES

1. Presiding over debate at meetings of the Bylaw Committee,
2. Submitting the "Report to Students' Council" to the Administrative assistant, after each Bylaw Committee Meeting and prior to the deadline for Submissions to the next Students' Council meeting as set out in the *Students' Council Standing Order 4(4)*.
3. Assigning tasks to draftspersons in accordance with these Standing Orders,
4. Working with the Speaker and Administrative Assistant to ensure the logistical needs of Bylaw Committee are met,
5. Recommending to Students' Council the removal of any member who in the opinion of the Chair is not fulfilling their responsibilities to the Bylaw Committee, and
6. Designating an alternative chair for any meeting of the Bylaw Committee he/she is unable to attend.

6) MEMBER RESPONSIBILITIES & DUTIES

1. All members of the Bylaw Committee are responsible for:
 - a. Carrying out the drafting tasks assigned to them by the Bylaw Committee or Chair,
 - b. Ensuring the mandate of the Bylaw Committee is being fulfilled,
 - c. Recommending to Bylaw Committee the removal of any chair who in the opinion of the members of the Bylaw committee is not fulfilling their responsibilities as Chair to the Bylaw Committee,
 - d. Recommending to Students' Council the removal of any member who in the opinion of the Bylaw Committee is not fulfilling their responsibilities to the Bylaw Committee,
 - e. Assigning tasks to draftspersons in accordance with these Standing Orders

7) NON-VOTING MEMBERS

1. The following individuals are, in accordance with *Bylaw 100 s. 12(7)*, non-voting members of Bylaw Committee:
 - a. All members of Students' Council,
 - b. The Administrative Assistant,
 - c. Individuals appointed by the Bylaw Committee or Chair as draftspersons
2. Privileges of Non-Voting Members
 - a. May submit Orders of the Day to be considered by Bylaw Committee, and
 - b. Enjoy the same speaking privileges as any other member of the committee.

8) PROXIES / GUESTS

1. Any person may become a Guest of Bylaw Committee upon being recognised as such by the Chair.
2. The Chair may grant speaking privileges to Guests of Bylaw Committee as deemed appropriate by the Chair.
3. To appoint a proxy to the Bylaw Committee, the member thereof must provide a notice to that effect to the Chair of the Committee:
 - a. stating the name and e-mail address of the eligible member of Students' Council who will serve as proxy,
 - b. indicating the duration of the appointment, and

- c. that is signed by the appointing member of the Committee or e-mailed to the Chair of the Committee no later than two hours prior to the Committee meeting.

9) ADMINISTRATIVE ASSISTANT DUTIES

1. The Administrative Assistant of the Students' Council will:
 - a. Book meeting rooms for meetings of the Committee.
 - b. Book Minute Takers for each meeting of the Committee.
 - c. Structure Agenda's for each meeting based on the Orders of the Day submitted by members of the Committee and any referrals from Students' Council.
 - d. Notify the Committee of Meetings through the Agenda.
 - e. Distribute the Agenda and Minutes to members of the Committee in accordance with *Standing Order 12(6)*.
 - f. Ensure paper copies of the Agenda are printed for the Chair to bring to each meeting.

10) RECORDS

1. If a Minute Taker is not present at the meeting, the Chair will assign the task of recording minutes to a member of the Committee.
2. Bylaw Committee "Report to Students' Council"
 - a. Bylaw Committee proceedings (traditionally minutes) will be recorded in a document styled "Report to Students' Council".
3. Report to be Circulated Prior to Submission
 - a. The "Report to Students' Council" will be circulated to members of the committee via email for feedback regarding accuracy prior to submission to the Speaker.
4. Approval of "Report to Students' Council"
 - a. The "Report to Students' Council" is considered approved as submitted by the Chair to the Speaker for Students' Council and ultimately as received by Students' Council.
5. Members may identify errors
 - a. Whenever in the opinion of Bylaw Committee an error is made in the "Report to Students' Council" submitted by the Chair to the Speaker for Students' Council, such error will be noted in the next "Report to Students' Council".
6. Content of "Report to Students' Council"
 - a. The Report to Students' Council will consist of:
 - i. A document styled "Summary of Proceedings" which will be a brief written summary of the Bylaw Committee's activities at the relevant meeting,
 - ii. A document containing a list of all motions voted on by the committee that the committee intends to be a force and effect in accordance with *Bylaw 100 s. 16(3)*, and
 - iii. An appendix of all documents voted upon by the Bylaw Committee for the purpose of providing an audit trail and accurate record of actions taken.
7. Publication of "Report to Students' Council"

- a. The “Report to Students’ Council” shall be published electronically on the Students’ Union Website, and in the next Students’ Council Order Paper.

11) RULES OF ORDER

1. Robert’s Rules of Order
 - a. *Robert’s Rules of Order* will be observed at all meetings of Bylaw Committee except where they are inconsistent with the Bylaw or Standing Orders of Bylaw Committee.
2. Chair to decide where Rules are Silent
 - a. Where the Bylaws, Standing Orders and Robert’s Rules of Order fail to provide direction with respect to procedure, the Chair will decide.
3. Relaxed Robert’s Rules of Order
 - a. Notwithstanding *Standing Order 11(1)*, the Chair may relax the rules prescribed in *Robert’s Rules of Order*.
4. Strict Compliance Requested
 - a. Notwithstanding *Standing Order 11(3)*, any member of the Bylaw Committee may require the Chair to strictly employ any part or all of *Robert’s Rules of Order* by rising on a point of order to that effect.

12) ORDERS OF THE DAY

1. Right of Submission by Committee Members
 - a. Any voting member of Bylaw Committee may submit Orders of the Day to be considered by Bylaw Committee.
2. Order of Business
 - a. Chair’s Business
 - b. Question/Discussion Period
 - c. Committee Business
 - i. Drafting Referendum & Plebiscite Questions Bylaw 100 s. 17(2)(b)
 - ii. Drafting Bylaws for Second Reading Bylaw 100 s. 17(2)(a)
 - iii. Draft Bills for First Reading Bylaw 100 s. 17(2)(c)
 - iv. Editorial Amendment of Bylaws Bylaw 100 s. 17(2)(d)
 - v. Other matters referred to Bylaw Committee by Students’ Council Bylaw 100 s. 17(2)(8)
 - vi. Miscellaneous Recommendations to Students’ Council Bylaw 100 s. 17(2)(7)
 - d. Information Items
3. Order of Orders of the Day
 - a. Orders of the Day shall appear on the Order Paper in the order submitted or as otherwise designated by the Chair.
4. Deadline for Submission
 - a. Orders of the Day must be submitted to both the Chair and Students’ Council Administrative Assistant by noon two business days prior to a Bylaw Committee meeting.
5. Late Additions
 - a. Notwithstanding *Standing Orders 12(4)*, Orders may be added to the Order Paper, at the discretion of Bylaw Committee at the meeting, if the items of business cannot be postponed to a future meeting of Bylaw Committee for resolution without risking detrimental consequences to or negative procedural difficulties for the Students’ Union.
6. Deadline for Publishing

- a. The agenda package will be published in the following manner:
 - i. Paper copies will be created and made available in the Students' Union Executive/Administrative Offices, and
 - ii. An electronic version will be placed on the Students' Union web page.
 - iii. The Agenda package will be published no later than 4.30p.m. on the business day prior to a bylaw Committee meeting.
7. Deadline Exceptions
 - a. For meetings called under the authority of *Standing Order 2(9)*, there will be no submission or publishing deadline.
8. Special Orders
 - a. A motion to make a specific Order of the Day a Special Order is a privileged motion.
9. Chair Made Special Orders
 - a. The Order of Business notwithstanding, the Chair may designate any Order of the Day a Special Order.
10. Council Made Special Orders
 - a. The Order of Business notwithstanding, Bylaw Committee may designate any Order of the Day a Special Order.
11. Chair's Business
 - a. During Chair's Business, the Chair will address all day-to day regulatory concerns of Bylaw Committee, including but not limited to:
 - i. Attendance
 - ii. Approval of the "Report to Students' Council" required in accordance with Bylaw 100 s. (16)(1)(d),
 - iii. Resignations/recommendations to Council to nominate new members
 - iv. Any process by which a member is recommended for removal from Bylaw Committee
 - v. Reports
 - vi. Announcements, and
 - vii. Motions making Orders of the Day Special Orders

13) STANDING ORDERS

1. The Standing Orders of the Bylaw Committee may be amended by a simple majority vote of the Committee, with such changes being reported to Students' Council.
2. The Standing Orders of the Bylaw Committee do not expire, but shall be reintroduced at the Committee's first meeting.

14) PROCESS FOR DRAFTING REFERENDUM & PLEVUSCUTE QUESTIONS

1. Chair to Assign Draftsperson
 - a. For each bill that passes first reading in Students' Council, the Chair will assign a draftsperson to draft the question to appear on the ballot.
2. Draftsperson to Submit for Next Bylaw Committee Meeting
 - a. The draftsperson is to have a draft question prepared for the Bylaw Committee Order Paper for the first meeting of the Bylaw Committee immediately following First Reading passage of the bill in Students' Council.

3. Invitation of Primary Proponents
 - a. The chair will invite to the meeting at which the question is to be drafted the primary proponents of the question.

15) PROCESS OF DRAFTING BILLS FOR FIRST READING

1. Determination of Bylaws with Committee Mandate Upon Which to Recommend Substantive
 - a. The committee will determine prior to July which bylaws fall within its mandate under *Bylaw 100 s. 17(5)(c)* (i.e. those bylaws that the Bylaw Committee is mandated to make substantive recommendations on to Students' Council).
2. Committee to Assign Draftsperson
 - a. Where deemed appropriate, for each bylaw identified under *Standing Order 15(1)*, the committee will assign a draftsperson to bring forward a bill for the Bylaw Committee's consideration and potentially subsequent recommendation to Students' Council.
3. Consultation & Feedback
 - a. In preparing a draft bill, the draftsperson will consult with and solicit feedback from relevant or affected parties.
4. Draft Format to Parallel Students' Council's First Reading Requirements
 - a. When ready, the draftsperson will submit the bill for the Bylaw Committee Order Paper in the same format specified in the Students' Council Standing Orders for Bylaws on First Reading.
5. Recommendation of Bill to Council
 - a. If approved, the bill is recommended to Students' Council for First Reading.

16) PROCESS OF DRAFTING BILLS FOR SECOND READING

1. Chair to Assign Draftsperson
 - a. For each bill that passes first reading in Students' Council, the Chair will assign a draftsperson to draft amendments to the bylaws.
2. Draftsperson to Submit for Next Bylaw Committee Meeting
 - a. The draftsperson is to have the draft legislation prepared for the Bylaw Committee Order Paper for the first meeting of the bylaw committee immediately following First Reading passage of the bill in Students' Council.
3. Consideration of Recommendation "That Council Reconsider First Reading"
 - a. Prior to consideration of the draft legislation, the committee will consider under *Students' Council Standing Order 15(3)(a)(iv)* whether or not to recommend to Students' Council that it reconsider whether the bill should be read a first time.
4. Formulation of Principles to Accompany Recommendation "That Council Reconsider First Reading"
 - a. Where it is decided to recommend to Students' Council that Council reconsider whether the bill should be read a first time, the committee will provide suggested principles for Council to consider.
5. Review of Draft Legislation for Compliance with First Reading Principles & Editorial Amendments
 - a. Where it is decided simply to recommend draft legislation in accordance with the principles passed on first reading, the committee will:

- i. Ensure that each principle is reflected in the draft legislation,
- ii. Ensure that the draft legislation does not exceed the principles approved in first reading, and
- iii. Review the entire bylaw for any editorial changes that is appropriate to make.

17) PROCESS FOR DRAFTING EDITORIAL AMENDMENTS TO BYLAW

1. Process for Drafting Editorial Amendments to Bylaw
 - a. The Bylaw Committee will conduct an annual review of each bylaw for editorial updates that do not alter the substantive meaning of the bylaws.
2. Committee to Assign Draftsperson
 - a. Prior to July, the Bylaw Committee will assign a draftsperson(s) to review each bylaw and assign a date by which the review is to be completed.
3. Consultation & Feedback
 - a. In reviewing a bylaw, the draftsperson will consult with and solicit feedback from sources that would be familiar with or affected by the bylaw under review.
4. Draft Format to Parallel Students' Council's Second Reading Requirements
 - a. When ready, the draftsperson will submit the proposed legislation for the Bylaw Committee Order paper in the same format specified in the Council Standing Orders for Bylaws on Second Reading.

18) CONFIDENTIALITY

1. All members shall ensure the security and confidentiality of sensitive information that comes into their possession by virtue of their membership on the Bylaw Committee.

19) MISCELLANEOUS

1. Public Meetings
 - a. Meetings of Bylaw Committee are open to the public, unless Bylaw Committee moves *in camera*.

APPENDIX 1: PROCEDURE FOR ELECTING A CHAIR

Start up meeting of Bylaw Committee

2(3) The Chair of Students' Council will serve as interim chair for the duration of the start up meeting of Bylaw Committee, and preside over the election of a Chair of Bylaw Committee as per this Appendix

Nominations

2(3)(a)(i) Any voting member of Bylaw Committee may nominate themselves for the role of Chair

Speeches

2(3)(a)(ii) Each candidate may give a brief speech not to exceed two minutes.

Questions

2(3)(a)(iii) The presiding officer will allow questions to be put to the candidates from the members of Bylaw Committee.

Secret Ballot

2(3)(a)(iv) The vote will be by secret ballot

Recess

2(3)(a)(v) Bylaw Committee will recess while the presiding officer counts the vote.

Announcement

2(3)(a)(vi) The presiding officer will announce the results of the election to Bylaw Committee.

NOTE

2(3)(a)(vii) Should the position of chair become vacant, election of a new chair will take place at the next meeting of Bylaw Committee as a special order of business to be dispensed with immediately in accordance with this appendix with the exception that a voting member of Bylaw Committee who is not running for election or re-election to the position of chair will preside over elections procedure until the election of a new chair. This member will be the outgoing Chair unless the outgoing Chair is running for re-election or no longer a voting member of Bylaw Committee, in which case the presiding member will be determined by vote cast by all members of Bylaw Committee not running for election or re-election to the position of chair. In the case that all voting members of Bylaw Committee are running for election or re-election to the position of Chair, the speaker of Students' Council will serve as presiding officer

BC 15-10.02

First Principles - Banner Location (amending 2200 and 2300)

Guiding Rationale: A better way to allocate spots for banners should be found.

1. A process that eliminates the need for campaigns to camp in order to reserve spots for banners will be set out in bylaw.
2. The process will ensure that every campaign that wants a spot for a banner has a fair chance to access a place to hang it.
3. Candidates will be informed of where they are allowed to locate their banner at the initial candidates' meeting.
4. The CRO shall include, in the nomination package, a section for candidates to indicate whether or not they plan to hang a banner for their campaign.

BC 15-10.03

First Principles - Students' Council Candidate Forum (amending Bylaw 2300)

1. The CRO shall ensure that a minimum of one forum is held for candidates seeking election to Students' Council.
2. Candidates' attendance will be made optional, but recommended.
3. Ground rules for candidate conduct shall be similar in principle to the rules in place for the Executive Elections Forum (Bylaw 2200, S. 18).

For reference:

18 Myer Horowitz Forum

1. The C.R.O. shall determine and announce the date and location of the Myer Horowitz Forum, to occur after the commencement of Executive Committee and Board of Governors and Plebiscite/Referendum campaign activities, prior to the end of November of each year.
2. The C.R.O. shall chair the Myer Horowitz Forum and shall enforce the following rules
 - a. each candidate and side shall be afforded an opportunity to speak that is equal to the opportunity afforded to each candidate or side in their race;
 - b. no objects shall be thrown;
 - c. no heckling shall occur;
 - d. no campaign materials shall be distributed during the Myer Horowitz Forum in the room in which the Myer Horowitz Forum is held.
3. Where an individual contravenes Section 18(2), the C.R.O. shall remove that individual from the Myer Horowitz Forum.
4. Where a candidate or side contravenes Section 18(2), the C.R.O., in addition to the remedies prescribed under Section 50, shall have the authority to enforce further disciplinary action, as prescribed under Section 50.

**BYLAW
COMMITTEE**

Tuesday Sep 23, 2015

4.46 pm

SUB 6-06

ATTENDANCE

NAME	PROXY	PRESENT
Justis Allard (Chair)		Y
Cody Bondarchuk		y
Annie Duan		Y
Ben Thronson		Y
Brandon Christensen		Y
Thomas Patrick	Azhar Khan	Y
Bo Zhang		Y
Manpreet Grewal		N

MINUTES (BC 2015-09)

2015-09/1 INTRODUCTION

2015-09/1a Call to Order

Meeting called to order by ZHANG at 4.46 p.m.

2015-09/1b Approval of Agenda

ZHANG / CHRISTENSEN motioned to approve the agenda
7/0/0 CARRIED

2015-09/1c Approval of Minutes

CHRISTENSEN
ANGUS was not present, and therefore amendment must be made to the minutes to replace ANGUS by THRONSON

ALLARD / BONDARCHUK motioned to approve the minutes as amended
6/0/1 (ZHANG abstains)
CARRIED

2015-09/1d **Chair's Business**
None

2015-09/2 **QUESTION/DISCUSSION PERIOD**

(Discussion about Bylaw amendment procedure)

THRONDSO

Said that Bylaw had let them into difficulty numerous times
New bylaws, should talk about policy goals, and state what they are trying to amend

Otherwise it will be frustrating for a few members

Bylaws should be honest

Said that he will have his thoughts on paper and wants them to be recorded

A proposal is there for new amendment process, and an amendment will come -

Ideally first principle rejection will imply policy change

Second reading rejection will symbolize wording

ALLARD

Said that, from the way they do, it is pretty certain that it is around Policy Committee and the Bylaw Committee kind of adapted that

THRONDSO

Said that he feels that in their organization the process is not conducive as it takes longer for what they want to say, and that in government there is a chain of command but they don't

ALLARD

Said that you don't want it have non-specific language and the only reason is because of convention

ZHANG

Asked if the proposed model is for specific type of amendment?

Cites the example of bringing about gender neutrality of washrooms.

THRONDSON

Asked if the meeting attendees are talking about new bylaws.
Said that he agrees that for new bylaws it is good to make policy debates, and that this is not in reaction to last council meeting, though it is tipping point, and also that It will easier and a transparent system

BONDARCHUK

Said that it looked like most standing order papers of the first readings of the bylaws, and the bylaw committee takes it

ZHANG

There are going to be multiple levels and procedures that will make it complicated

Asked, if it must go to council and not BC, going forward

Bringing changes to bylaw is no more BC's responsibility but council's responsibility

ALLARD

That will be a fundamental shift but may be it is worth putting on a presentation

A potential work will be included in bylaw, so is an information item about proposed second principles

It will solve the problem that were there the last time

The debate has changed somewhat from how it has worked previously

THRONDSON

Said he likes that idea and that he liked presenting to the council about changes to bylaw

DUAN

Questioned if they still have any voting talk about that.

Said that given that Bylaw Committee is most knowledgeable about bylaws, it may not be good to about debate bylaws in council

ALLARD

Said, he thinks that they should make it clear to other councillors that they can bring it

You can just bring it directly to council or bring it to the Bylaw Committee

ZHANG

Said that there should a balance between freedom and making councillor know what you are doing. If it is not specific then it comes

with second principle where debate is on technicalities and not on intentions

BONDARCHUK

Said, he thinks that you can put that in first principle and second one will have literal editing

THRONDSO

Said that then it will double the work, and that he doesn't want things twice but written only once; Also said that he would like to suggest for the clause and the policy to be in the first reading, and the intent of the policy in the first stage with specific wordings.

Councillors have to be aware that they are debating the intent of the wording.

Said that, he was envisioning the changes in form of legation and also in the rationale

ALLARD

Said that they will change the information rationale

For standing orders: first is intent and second is wording,

CAC can be approach

BONDARCHUK

Said that they can talk to Donald (CAC chair)

ALLARD

Said, if you are interested in making a presentation, then he should be sent a message

2015-09/3

COMMITTEE BUSINESS

KHAN

Said that his concern is that they we are giving too much power to CROs

It is procedurally unfair

Persons accused should be given the certainty of time

CROs should have longer time and not 12 hours

Said that they should talk to DIE Board's chair and get more time

Issue is that if they don't go then DIE Board will respond on time

There are also paperwork and notices to be given for getting extensions

ALLARD

Asked if the paperwork will be public or private

Said that the concern is if it is public then it will affect the vote because people are going to see that

CHRISTENSEN

Said that they can also cc it to the affected person and so they can see that are taking care

KHAN

For every single decision, procedural fairness should be in-place. First thing is about the amount of time, because 12 hours is not long enough

ALLARD

Said that it is actually 12 working hours

(responses came, for 24, 48 hours)

KHAN

Asked how about striking “working hours”, and stating “hours” only?

KHAN

Said that he can imagine issues if it rolls over to the weekend

ALLARD

Said that in weekend the problem is when they apply for extension

(Majority of attendees agreed to 48 hours)

ALLARD

Said that they can we draft it
(Attendees agreed to draft it)

CHRISTENSEN

(Read about intent)

Brought about the issue of complaints that are brought in the first 12 hours

Said that he doesn't want to have time limits for complaints to be filed

BONDARCHUK

Said he thinks it should be by the end of the academic year or first year because it can affect elections

CHRISTENSEN

Asked if they should say “within 48 hours”

(All agreed, and CHRISTENSEN read out)

ALLARD

Raised the question about who should be reported and if it is the chair of CAC

(All agreed that it is)

BONDARCHUK

Asked if alleged offender should be included in the notice.

(Attendees said no)

ALLARD

Said, he thinks that the chief tribunal of DIE Board does it, as it is the ultimate authority

(Everybody agree that it is the Chief tribunal of DIE board, or Rebecca)

BONDARCHUK

The CRO can say that they are going to extend

If they are to extend they can say that

ALLARD

It is only a notice and not an appeal

ZHANG

Said that he is for giving the power to DIE Board and not to the chair

THRONDSO

Said that this has to be on record if they are going to have a decision

ALLARD

Said that the reason they are providing notice is because the chief tribunal requires it

KHAN

Asked about how about stopping to do any more investigations?

ALLARD

Asked if they should legislate that or if they should trust the CRO

KHAN

Said that it is the checks and balances

CHRISTENSEN

Asked how about rules broken by them, with no notification

BONDARCHUK

Questioned about requesting an extension for 72 hours, which will make it 5 days, prior to the deadline

Said that anything that takes them longer they will have to take DIE Board's approval, and that's where the current situation stands

Said that, otherwise, the offender could appeal the actual ruling because the vote will be on voting day, and the outcomes and rulings can be pushed back.

Asked, again how about additional 72 hours after the 48 hours?

CHRISTENSEN

(Reads out loud the changes he made)

BONDARCHUK

Proposed the wordings "CRO shall include a copy of the application for the extension"

Said that CROs can also control the length of the elections if they want

ALLARD

Said that then that would abuse 2300

MOTION:

CHRISTENSEN / DUAN motioned to amend BC 15-09/3a as follows:

1. The C.R.O. shall prepare and provide a complaint form which shall require complaints to indicate
 - a. their names and student identification numbers;
 - b. the specific bylaw and section, rule, or regulation that has allegedly been contravened;
 - c. the specific individual or group that is alleged to be in contravention;
 - d. the specific facts which constitute the alleged contravention; and
 - e. the evidence for these facts.

2. Where a complaint is received within twelve (12) working

hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.

3. The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.

4. Where a complaint is received and is found to be complete as set out in Section 47(1), the C.R.O. shall rule on the complaint within forty-eight (48) hours of receiving the complaint.

a. If the C.R.O. requires more time to investigate the complaint they shall, prior to the deadline:

1. Notify the Chief Tribune of D.I.E. Board, via e-mail, with:

1. The reason for extension of the investigation period; and
2. The anticipated date and time the ruling will be released, not to exceed 72 hours after the deadline.

2. Provide a carbon copy to the complainant and the Manager of Discover Governance.

b. The C.R.O. shall include this notification as an appendix to the final ruling.

c.

7/0/0 CARRIED

MOTION TO ADJOURN:

ALLARD / BONDARCHUK motioned to adjourn the meeting

7/0/0 CARRIED

INFORMATION ITEMS

2015-09/5 ADJOURNMENT

2015-09/5a **Next Meeting: Wednesday, after the next in SUB 6-06**
ALLARD / BONDARCHUK motioned to adjourn the meeting, at 6.00 pm
7/0/0 CARRIED

2015-09/5b Meeting was adjourned at 6.00 p.m.

SUMMARY OF MOTIONS

MOTION	VOTES
ZHANG / CHRISTENSEN motioned to approve the agenda	7/0/0 – CARRIED
ALLARD / BONDARCHUK motioned approve the minutes as amended	6/0/1 – CARRIED (ZHANG abstains)
CHRISTENSEN / DUAN motioned to amend 2015-09/3a	7/0/0 – CARRIED
ALLARD / BONDARCHUK motioned to adjourn the meeting	7/0/0 – CARRIED