

**FINANCE
COMMITTEE**

Monday March 23, 2016

**5:00 pm
SUB 6-06**

ATTENDANCE

NAME	PROXY	PRESENT
Cody Bondarchuk (Chair)		Y
Levi Flaman		Y
Alex Kwan		Y
Charles Lewis		N
Robyn Paches		Y
Kevin Wang		Y
Jane Yu		N
Vivian Kwan		Y
Brett Stephen		N

MINUTES (FC 2015-12)

2015-12/1 INTRODUCTION

2015-12/1a **Call to Order**

Meeting called to order at 5:04 pm.

2015-12/1b **Approval of Agenda**

PACHES/WANG moved to approve the agenda for March 21, 2016 as tabled.

Vote 6/0/0

CARRIED

2015-12/1c Approval of Minutes

ALEX KWAN/ FLAMAN moved to approve the minutes for February 01, 2016 as tabled.

Vote 5/0/1

CARRIED

2015-12/1d Chair's Business

BONDARCHUK: We're going to have a busy couple of meetings. Since we have Sirina Hamilton and Michaela Mann as special guests, is anyone opposed to doing item 3a first?

2015-12/2 QUESTION/DISCUSSION PERIOD

2015-12/2a Bill 18 Consultation

BONDARCHUK: I wanted to get your recommendation for this. It's regarding amendments to the Elections Reserve in Bylaw. In bylaw 3000, there are reserves which have stipulations. We enshrine it as a reserve so that staff can't just change the budget without Council's approval. We have an elections reserve, and it's used for get out and vote campaigns and campaigns to the municipal, provincial, and federal governments. This was created in 2008/2009. Every time a department has a surplus in their budget at the end of the year, it's pooled into the general operating revenue. Then we split it out. For example, the businesses should have a surplus, and the money gets funnelled into services. So, when the advocacy department has a surplus at the end of the year, that surplus gets funnelled into this reserve. It's unique because it's the only

department which does that directly. I have noticed that this fund is well over \$70,000, and while we have pulled from it from time to time, it's only getting bigger. I want to set some restrictions around it so that it doesn't get too large. So, I'm asking it to be renamed as the Campaign and Advocacy reserve. I would also rewrite the definition to include campaign and advocacy towards the University. I'm also asking for the Executive Committee to have the authority to approve up to \$5,000 in spending for a campaign. This is the same way that the project allocation currently works. I'd also like an upper limit to be set on the reserve.

The project allocation fund is \$50,000 per year. Executives can approve up to \$5,000 for a single project. From next year it'll be \$45,000. It's used to help along specific goals or projects. I'm a big fan of things being used for what they are supposed to be used for. I can also approve up to \$5,000 in casino funds myself. If it's over that, I have to get the Executive Committee's approval. \$5,000 is the magic number where it's big enough to be trusted with the executives, but not too big.

PACHES: I agree with money being used for what it's designated for.

BONDARCHUK: IS everyone fine with me bringing this to Council? Excellent.

2015-12/3

COMMITTEE BUSINESS

2015-12/3a

Standing Order Amendments

MANN: I'm the Team Lead for Leadership & Recognition, and I oversee the awards night of the Students' Union (SU). Sirina is the Director of Student Life.

The first one we want to change is 73-d. With the change, it would read "*No monetary award is awarded to any person who was not an undergraduate student in the Fall and Winter semesters preceding disbursement*". This change is due to the change in timeline when we do the award ceremony. Prior to this year, awards took place during March. However, it now happens in October. Before, you had to be registered during the Winter semester during which the awards were held. Now, the awards are based on the previous year.

FLAMAN: Prior to this change, did you have to be registered just for the Winter?

MANN: It had to be both Fall and Winter.

HAMILTON: Before, students had to be enrolled when they got their check. Now, the students whose achievements are recognized in their final year would be out of school. Functionally, while first year students can't apply, they get that year back at the end.

FLAMAN: If you were in your second or third year and you take a

semester off for financial reasons, what would happen then?

MANN: As it currently sits, they are not eligible. You guys can change the wording.

BONDARCHUK: Levi, would you like it amended?

FLAMAN: It reflects my personal situation as well. I might end up not being here for a semester, and I hate to feel obliged to register for another semester just to be able to apply for awards. I don't know what the wording would be.

BONDARCHUK: It would just change and to or.

MANN: What should also be looked into is the fact that this change may also complicate the financial need calculation.

HAMILTON: For example, if the student is not paying tuition for that semester should we omit that? It makes it a bit more challenging. It's not something that cannot be overcome though.

BONDARCHUK: Also if somebody only does one term, he/she would need to demonstrate stellar activity for that particular term to compete with others.

MANN: I agree that it would be a shame to exclude someone because they took a semester off. However, they may not be in financial need because they are doing a job.

BONDARCHUK: Is it going to be a lot of work?

HAMILTON: Not for me, but I have a lot of expertise in this area. We are hoping to have a spreadsheet which calculates financial need for us. If somebody took that semester off for financial reasons, the income would offset the financial need. If we omit considering the income from that term entirely, is it fair to everyone else?

BONDARCHUK: When calculating financial need, I believe the Standing Orders give staff that prerogative.

FLAMAN: Would halving the award be an option?

MANN: I don't think so.

BONDARCHUK: That's not the issue. The problem is with regards to calculating the financial need. However, every award is open to students in financial need and who are not in demonstrative need. Probably somebody who took a term off would show up as someone not in financial need. It wouldn't restrict them, but would rather put them in a different category for the awards.

MANN: So what's the final verdict?

BONDARCHUK: We'll change it to:

"No monetary award is awarded to any person who was not an undergraduate student in the Fall or Winter semesters preceding disbursement"

MANN: The second change is regarding the adjudication committee. Currently it just says 5 undergraduate students. We're hoping to amend this to 3 members of the Finance Committee and 2

undergraduate students. This is to give more hands-on interaction for the Finance Committee. It'll also help us because recruiting for adjudication is very difficult. Furthermore, because members of the Finance Committee are not eligible anyway, it cuts down on the people ineligible to apply.

BONDARCHUK: A lot of things we do are focused around ratification. I think that the Finance Committee has the opportunity to do a lot more. I want to compile all the involvement and representative opportunities for the Finance Committee and appoint them all at the start of the year.

ALEX KWAN: It would cut down on the ineligible undergraduates.

BONDARCHUK: Any opposition to this change? No?

MANN: The next few items are naming changes. I'm not certain whether they technically fall under Standing Orders, but I prefer if the Finance Committee makes decisions on these.

I have prepared a draft for naming guidelines. I looked at other universities and student associations across the country and pulled out some things which will be useful for us. It's up to you guys how you want to use it. This only talks about awards. For example, if you want to name this room after someone, this document doesn't delve into that. Having said that, I have 3 naming changes.

The Royal Bank Financial Group Involvement Award would like us to change it to RBC Royal Bank Involvement Award.

WANG: Do they fund the award? If so, they can name it as they see fit.

MANN: Yes. The next one is the Hooper Monroe Academic Award. This one isn't actually a name change. It's a change in the criteria. The award currently looks at the top 2 women and the top 2 men in terms of GPA. This excludes anyone who doesn't fall in one of those 2 binaries. So, we'd like to change this so that it aligns with current social standings. The new criteria would be "this award will be awarded to the 4 students with the highest academics with no more than 2 being from the same gender identity".

BONDARCHUK: It can be a combination can't it?

MANN: Yes. It can be 2 men and 2 women, but not something like 3 men and 1 woman or vice-versa.

WANG: What would these gender identities be?

MANN: It could be any.

HAMILTON: We'd be asking potential applicants to state their gender identity on the application form.

ALEX KWAN: Aren't we taking gender into account anymore?

MANN: We do. It's just that no more than 2 people from one particular identity would get the award.

The last change is a renaming based on an individual. It's a change I'm putting forward. Louise Veillard used to be the ECOS director

which is now Sustain SU. She was very active on every social justice issue. She took her life in 2014 after a battle with depression. So I believe she is a good candidate to name the Social Justice Activism Award after.

WANG: Are we including the history of her working with the SU?

MANN: I believe it would be important to have that in the award description.

WANG: Have you contacted her family?

MANN: Yes. I wanted to ensure that they were comfortable moving forward with this. They said they're fully supportive.

WANG: The last time we had this conversation, Marc mentioned that he wasn't too sure about giving the full background.

MANN: I think what Marc mentioned was that it would look bad if 2 awards were named after people who took their life. My personal stance is that it's not a reason to exclude somebody when they have made a contribution. There's no official position though. We can exclude how she died as well.

BONDARCHUK/FLAMAN moved to change Finance Committee's Standing Orders as amended.

Vote 6/0/0

CARRIED

BONDARCHUK/WANG moved to approve the 3 presented changes to the Social Justice Activism Award, Hooper Monroe Academic Award, and Royal Bank Financial Group Involvement Award.

Vote 6/0/0

CARRIED

BONDARCHUK: What about the changes to student group granting?

MANN: We aren't ready to talk about that yet. We'll be having the last round of granting allocations on Thursday. Student Group Services (SGS) is looking at ways to make the granting process a lot less intense for the adjudication committee.

WANG: I know both the SU and Dean of Students contribute to the funds. Do we get to control disbursement?

MANN: There's \$45,000 which comes from the Dean of Students and \$50,000 which comes from the SU. We do take care of the disbursement, but don't decide on them necessarily.

VIVIAN KWAN: Is the Graduate Students' Association (GSA) also contributing money?

MANN: No. But the Dean of Students does.

Bylaw 3000 Schedule Approval

BONDARCHUK: There are 2 schedules which directly impact finances in bylaw. They are schedules 3000 and 6000. In the past, they have just been updated. The bylaws are unclear. They say that the chair of Finance Committee maintains the schedules. But, it doesn't talk about who updates them. Traditionally, we have had our financial controller update them. But, I believe it should go through something related to governance. So, I would like to start a pattern of Finance Committee approving the release of these schedules. Bylaw 3000 concerns the 2 different types of fees that we have. We have class A and class B type fees. I have added the SUB renovation fund. It's something we passed 3 years ago, but it was never put into bylaw. I changed the Access Fund fees. The Registrar's Office apologized that they had made a mistake and are giving us some of our money back. We only had to raise the fee by 26 cents. The Access Fund fee is based on a rolling average. The Access Fund was tied to inflation related to tuition for 2010 levels. It was an arbitrary year. I'm proposing to make the increase no more than 10% each year. So, if the Access Fund gets a massive number of applications, the students will have fee security. I believe I didn't change anything with the class B fees except the changes relating to CPI. Any other changes will have to go through referendum. Spring/Summer students used to pay 44% of the Access Fund fee. I have increased it to 50%.

FLAMAN: Who decides the fee level?

BONDARCHUK: When the original referendum was passed, people set the base level. We just inflate it by CPI. Under bylaw, we have to go to referendum to change it.

BONDARCHUK/PACHES moved to approve the Bylaw 3000 Schedule.

Vote 6/0/0

CARRIED

Bylaw 6000 Schedule Approval

BONDARCHUK: This goes in depth about the Dedicated Fee Units (DFUs). I updated the Gateway's plebiscite date. So, 2021 would be their next call for a plebiscite. I have also included the Landing's mandate. This wasn't included in the previous iterations of the schedule. The mandate is what they have to give evidence they are fulfilling when they submit their DFU review. The Granting DFUs don't have a mandate.

BONDARCHUK/WANG moved to approve the Bylaw 6000 Schedule.

Vote 6/0/0

CARRIED

Capital Equipment Reserve Recommendation

BONDARCHUK: I want Finance Committee's recommendation to go to Council and ask for a release of funds from the Capital Equipment Reserve. A lot of our SUBprint machines are hitting expiry at the same year. I have got a quote from a company regarding the printers. Under our budget principles, we aren't able to run a deficit. If we purchased all 5 of these machines we'll go into a deficit. So, we have to draw money from the Capital Equipment Reserve to purchase them. The other option is leasing. Leasing would stop us from going into a deficit, but we'll lose money over time. The lease for 5 years ends up being about \$50,000 more. Leasing would cost \$270,000, but if we purchased them outright, we will only spend \$220,000 upfront. So the options are either purchase them through the Capital Equipment reserve or lease them. The 5 year leasing terms are irrevocable. So, if we cancel the lease early, we won't be saving any money. We can invest the money if we lease, but unless we get a return of 8%, it's better to purchase outright. Under the current economic climate, I don't believe we'll get a high return if we invest.

FLAMAN: With lease agreements, isn't maintenance covered by them?

BONDARCHUK: We'll be covered under warranty for 5 years.

FLAMAN: I don't see any reason why we shouldn't purchase them.

BONDARCHUK: Because we'll be taking money from that reserve we won't be going into a deficit.

PACHES: I fully support this because we are taking money from a fund dedicated to purchasing capital equipment. Also, purchasing is cheaper in the long run.

BONDARCHUK: Also, the purchasing from the reserve would be divided over 5 years. So, there would be no big hole in the reserve so to speak.

PACHES: Do we have any other projects which would go to this reserve?

BONDARCHUK: At the moment, no.

WANG: Why even propose the lease option then?

BONDARCHUK: It's because the leasing option would exclude using

the reserve. We would be able to fit it into the budget year after year.

FLAMAN: Would this amount go up later?

BONDARCHUK: It covers everything including installation.

FLAMAN/PACHES moved to recommend to Students' Council the approval of no more than \$220,000 in funds from the Capital Equipment Reserve for the purchase of new equipment for SUBprint.

Vote 6/0/0

CARRIED

2015-12/4 **INFORMATION ITEMS**

2015-12/5 **ADJOURNMENT**

2015-12/5a **Next Meeting:** April 4, 2016 at 5:00 pm.

2015-12/5b Meeting adjourned at 6:02 pm.

SUMMARY OF MOTIONS

MOTION	VOTES
<i>PACHES/WANG moved to approve the agenda for March 21, 2016 as tabled.</i>	6/0/0 - CARRIED
<i>ALEX KWAN/ FLAMAN moved to approve the minutes for February 01, 2016 as tabled.</i>	5/0/1 - CARRIED
<i>BONDARCHUK/FLAMAN moved to change Finance Committee's Standing Orders as amended.</i>	6/0/0 - CARRIED
<i>BONDARCHUK/WANG moved to approve the 3 presented changes to the Social Justice Activism Award, Hooper Monroe Academic Award, and Royal Bank Financial Group Involvement Award.</i>	6/0/0 - CARRIED
<i>BONDARCHUK/PACHES moved to approve the Bylaw 3000 Schedule.</i>	6/0/0 - CARRIED
<i>BONDARCHUK/WANG moved to approve the Bylaw 6000 Schedule.</i>	6/0/0 - CARRIED
<i>FLAMAN/PACHES moved to recommend to Students' Council the approval of no more than \$220,000 in funds from the Capital Equipment Reserve for the purchase of new equipment for SUBprint.</i>	6/0/0 - CARRIED