



University of Alberta Students' Union

FINANCE COMMITTEE

Monday, April 3, 2017

5:00PM

SUB 6-06

We would like to acknowledge that our University and our Students' Union are located on Treaty 6 Territory. We are grateful to be on Dene, Cree, 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 continuing colonial violence and respect Indigenous knowledges and traditions.

AGENDA (FC 2016-15)

2016-15/1 INTRODUCTION

2016-15/1a Call to Order

2016-15/1b Approval of Agenda

2016-15/1c Approval of Minutes

2016-15/1d Chair's Business

2016-15/2 QUESTION/DISCUSSION PERIOD

2016-15/3 COMMITTEE BUSINESS

2016-15/3a Student Group Awards Allocation Proposal

Please see SC 16-15.01

2016-15/3b Access Fund Fee Structure

Please see SC 16-15-02

2016-15/3C PACHES moves that Finance Committee recommend the 2017/18 Students Union Budget to Students' Council for approval.

Please see SC 16-15.03

2016-15/4 **INFORMATION ITEMS**

2016-15/5 **ADJOURNMENT**

2016-15/5a **Next Meeting:** April 17, 2017 @ 5PM in SUB 6-06

Student Group Awards 2017 Allocation Proposal

Student Group of the Year - Proposed amount: \$1000

We want to provide Student Groups with valuable incentives to commit to the longevity and excellence within their organizations with the Student Group of the Year Award. Its rubric focuses on the overall quality of programming, growth opportunities, and support that club provides both to its internal membership and the campus community. Student Group of the Year is an award to recognize a club or clubs that have excelled in all the areas addressed by the other award categories, and beyond.

Most Promising New Group - Proposed amount: \$750

This award focuses on acknowledging a budding student group that has had successes in recruitment of new members, and who has demonstrated intentional plans for the future development as the group grows. With so many student groups on campus, and new ones being recognized each year, this award means to incentivize students to grow their club from a strong foundation. While they have not yet had a chance to become the Student Group of the Year, we hope that by providing this kind of recognition to new clubs, we can motivate and support them in their formative period to ensure their sustainability.

Best Event of the Year - Proposed amount: \$625

This award highlights a student group for their success in running an event that ties together their organization's purpose, vision and goals to bring visibility and vitality to their club and the campus community at large. It also acknowledges student group events that are planned sustainably. There are thousands of student group events on and around campus each year, but the Best Event of the Year is recognized by an event hosted by a student group for the benefit of its members, other students and community members, and has positive, long-lasting benefits to its participants.

Community Outreach - Proposed amount: \$625

This award recognizes a student group who has represented the University and the Students' Union in the surrounding community through events, volunteer hours, and awareness building in a variety of ways. They demonstrate how this outreach also impacts club members in a way that is relevant to the core values and intended learning outcomes of the club. Through this award we hope to give clubs additional support to continue with their educational and philanthropic work in the community.

Access Fund Fee Collection Options for 17/18
Prepared by: Sirina Hamilton, Director of Student Life

Issue

The Access Fund has seen increasing usage over the past 4 years. This is partly due to expected increasing applicant numbers, due to the inclusion of the Access Fund in the Supplementary Bursary programs and partly due other factors including the removal of the proration based on year of study making each student eligible for up to \$3000, the increase in lifetime maximum from \$6000 to \$9000 and to the assessment criteria used by Student Financial Support.

2016 Grants: \$1,063,852 (used reserve fund to cover difference between fees collected and funds disbursed)

2015 Grants: \$708,265

2014 Grants: \$500,217

For the May 2016-January 2017 period, the Access Fund has awarded \$860,850 to 508 students. We have also had unprecedented and unexpected opt-outs of \$21,750 from the Access Fund. In an attempt not to access the reserve fund again this year, the decision was made to decrease the maximum amounts available to students as follows:

\$3000 in May, July and September applicants

\$1000 in November applicants

\$500 for January and March applicants

It is important to note that currently the University increases institutional funding by a corresponding amount to ensure that a student's total yearly maximum from all bursary sources remains \$8000.

Options

Given the trend of increasing applications and increasing demand on the Access Fund it is apparent that we will continually be lagging behind the increasing financial need of students on campus. It is important to consider the Students' Union philosophical stance towards providing bursaries and to consider a few options for moving forward. It is also important to note that much of the research shows that students do not consider funds to be significant below \$1000.

Option 1: Continue as we have been by collecting a fee based on a rolling 3 year average, decreasing the maximum available bursary as funds are drawn down to a low of \$500 per student. If the fund runs dry, not all eligible students will receive funds from the Access Fund.

Option 2: Continue as we have been by collecting a fee based on a rolling 3 year average, decrease the yearly maximum from \$3000 to \$1500 to increase the number of students we can fund. This will allow us to fund approximately 600 students. If applicant numbers are high, continue decreasing the maximum available bursary as funds are down to a low of \$500 per student.

Option 3: Increase the fee by 10% over this year (\$15.77 per term instead of \$14.56 per term) which will allow us to fund approximately 480 students at \$2000 or 640 students at \$1500 once potential opt outs are taken into consideration. Consider increasing the fee

by 10% for 2018/2019 to \$17.34 per term. If enrollment and opt-outs remain stable, we would be able to fund approximately 525 students at \$2000 or 730 students at \$1500.

Option 4: Any of option 1, 2 or 3, plus a recommendation to next year's Finance Committee to examine the fee structure to be more responsive to increasing student demand on campus.

When considering the options, it is important to consider the following philosophical questions:

1. Is it important for all eligible students who pay into the Access Fund to receive bursary funding from the Access Fund?
2. Is there a preference for providing higher bursaries to fewer students (targeted based on higher calculated financial need) or smaller bursaries to all eligible students (more universal)

FC 16-15.03 2017-18 Budget Explanations

UNIVERSITY OF ALBERTA STUDENTS' UNION 2017/18 OPERATING, CAPITAL & NON-DEDICATED RESERVES BUDGET				GENERAL INFO:
Dept	Department Name	2017-18 Net	Variance from 2016-17 Budget	
				- 1.12% CPI
				- Salaried staff wage increase of 1.50% , Changed Exec Wages to recommended levels
				- Increase GWL Costs
400	General Administration	\$2,939,952	431,245	due to Student Fees collected. Enrollment based on 2016-17 Actuals. Reduced Investment Interest received as less investments held (-\$30k)
402	Office Administration	(\$923,922)	(76,438)	Wages increased by \$41k
410	Technical Support	(\$180,315)	(180,315)	Creation of new department Would reduce some support costs from Dept 402, and removing two positions from Marketing
411	Facilities & Operations	\$381,334	(52,074)	Reduced rental income (-\$24k) from the University Staff Costs increased by \$26k
425	Research/Advocacy	(\$239,376)	(9,318)	Staff Costs
500	President	(\$46,968)	(3,967)	Wage Increase Increased Transportation Budget
501	Executive Support	(\$37,920)	(4,403)	Reduced Legal Fees budget from \$30k to \$18k \$10k added for Student Group Marketing towards Businesses \$5k added for Elder & Oskapew Honourium \$5k added for French Translation
502	Governance	(\$121,393)	(9,655)	Increased casual wages to better reflect actuals
509	Elections & Referenda	(\$41,616)	(614)	
519	Academic Affairs	(\$54,057)	(10,265)	Wage Increase Added \$5k for Book Smart Campaign Added \$1k for Faculty Association Dinners
520	Operations & Finance	(\$45,797)	(4,165)	Wage Increase
521	External Affairs	(\$46,557)	(4,415)	Wage Increase
523	Student Life	(\$48,167)	(5,065)	Wage Increase Added \$600 for Piano Tuning
528	CASA	(\$67,100)	(4,775)	Increased Transportation Costs and Associations Dues
530	CAUS	(\$57,400)	(2,950)	Increased Association Dues
600	Student Life Manager	(\$88,530)	85,052	Will lump all Services Explanations together as they shuffled money around: Most of DoS grant now in Dept. 600 (increase of \$60k in this dept.)
612	Student Life - Involvement / Engagement	(\$297,974)	(98,268)	Additional \$12k in casual wages included in Dept 612, plus an additional \$45k salaried staff added
616	Student Life - Operations	(\$319,057)	(77,149)	Addition of staff member that was brought on last year, but not budgetting for
624	Student Life - Leadership & Recognition	(\$149,673)	31,340	Change in job titles / positions - in essence two more permanent positions, while reducing some casual wages
640	Marketing	(\$209,348)	79,066	Removed their \$8.5k conference budget from last year Removed Mkt Coordinator & Digital Media Coordinator Position for New Tech Positions
642	SUtv	\$55,760	33,909	Increased revenue, however it is to represent Internal Advertising clients Staff savings costs (see 640)
644	Handbook	\$45,904	6,000	Increased External Advertising revenue

712	SUB Programming	\$7,323	3,139	P&V 10% revenue cut of meeting room and bar bookings and additional misc. rent bookings. Added an Event Promotions Assistant Position (\$38k); Split amongst 700s department
713	Alternative Programming/SUKCP	(\$153,038)	(14,135)	Reduced revenue from Campus Cup & Antifreeze by (-\$8k) Increased revenue budget from AFA Grant & Web Developer (\$4k) Salary shuffle and increased conference budget of \$16k
714	WOW	(\$135,547)	(14,565)	Budgeted to get \$22k (from \$12k) from the University to cover Quad Tents \$16k increase in alcohol sales (which is \$4k less than what we actually received in 2016) Salary shuffle of \$10k, plus increase in Temporary Help by \$10k Productions / Performance increase of \$17k
715	Orientation / Programming	(\$140,732)	(16,823)	Salary shuffle of \$7k increase Food supply increased by \$6k Volunteer PR increased by \$5k
750	Dinwoodie Lounge	\$12,586	276	
755	Myer Horowitz	\$125,010	38,789	Wage shuffle of \$25k increase Revenue increase of \$73k
				Businesses: - budgeting \$25k for Business Promotional Coordinator; spread throughout with larger focus on Bars - \$12k budgeted for conferences
800	SUBmart	\$25,570	5,953	Food margin increase of \$16k Consignment decrease of (-\$14k) Merchandise to increase by \$33k Wage shuffle with Post Office; increasing allocation to SUBmart by 5% (80 to 85%) plus Vera as Salaried staff now
815	Print Centre	\$289,817	36,380	Increased revenue of \$95k Increased staff costs of \$23k Internal rent costs of \$24k Increased supplies, marketing, & discount expenses
825	Post Office	\$4,888	(11,157)	Revenue decreased by \$11k Increased casual wages cost \$5k Reduced rental expenses and bank service charges
832	RATT	\$18,781	14,523	Revenue increased by \$62k Manager's salary shift of 40% increased to 60% Reduced casual wages (-\$3k) Supplies increased by \$6k Marketing increased by \$3k
833	Under Grind	\$9,763	8,702	Reduced Revenue budget by \$5k Reduced casual wage costs by \$6k Reduced Supply costs by \$6k
835	L'Express	\$36,760	7,756	Revenues decreased by \$16k Casual wages were increased as less of it was transferred to catering (33% to 30%), but at the same time, reduced the amount of hours allocated Wages decreased by \$23k
836	Catering	\$15,024	12,471	Revenue increased by \$9k Reduced wage transferred from L'Express from 33% to 30%
837	Daily Grind	\$197,756	41,561	Revenue increased by \$68k Staff costs increased by \$13k Supplies increased by \$16k
841	Powerplant (Deweys)	\$56	(732)	Manager's salary shift of 60% decreased to 40% Wage costs reduced by \$4k, after Business coordinator and Conference costs factored in

	<i>Operating Before Capital and Sponsorship</i>	\$761,797	234,913	
910	Capital Reserve	(\$503,509)	(218,897)	See attached capital breakdown
920	Building Expansion Reserve	(\$267,207)	(13,872)	Repayment schedule Reduced Coke-cola funding; as \$50k duplicated in Project Reserve
921	Tenant Reserve	\$11,064	0	
	Total Operating & Capital	\$2,145	2,144	
900	Sponsorship Fund	\$48,757	15,541	Increased Sponsorship revenue by \$25k Increased Commission & staff costs expense by \$10k
	Total Operating, Capital & Sponsorship	\$50,902	17,685	
911	Contingency Reserve	(\$30,000)	0	
912	Project Reserve	\$5,000	0	
913	Underperformance Reserve	(\$25,000)	(25,000)	
	Total Op., Capital, Spons. & Non Dedicated Reserve	\$902	(7,315)	
940	Golden Bear & Legacy Fund	\$0	0	
941	Campus Recreation	\$0	0	
945	Student Involvement Endowment Fund	\$58,500	58,500	Budgetted addition to SIEF in response to lower than average investment performance
950	The Landing	\$0	0	
960	WUSC	\$7,311	5,126	
970	Eugene Brody	\$0	0	
975	Access Fund	\$0	0	
976	Studentcare	\$0	0	
	Total Op., Capital & Reserves	\$66,712	56,311	

2017-18 Budget Summary

UNIVERSITY OF ALBERTA STUDENTS' UNION								
2017/18 OPERATING, CAPITAL & NON-DEDICATED RESERVES BUDGET								
						Expenses	Net Profit(Loss)	
Dept #	Department Name	Revenue	Expenditures	Net	Cost	After Cost	After Cost	
					Apportionments	Apportionments	Apportionments	
400	General Administration	\$3,059,895	\$119,943	\$2,939,952	(89,342)	30,601	\$3,029,294	
402	Office Administration	\$0	\$923,922	(\$923,922)	(616,003)	307,919	(\$307,919)	
410	Technical Support	\$7,000	\$187,315	(\$180,315)	2,526	189,841	(\$182,841)	
411	Facilities & Operations	\$1,904,433	\$1,523,099	\$381,334	172,200	1,695,298	\$209,135	
425	Research/Advocacy		\$239,376	(\$239,376)	16,198	255,575	(\$255,575)	
500	President		\$46,968	(\$46,968)	6,973	53,941	(\$53,941)	
501	Executive Support	\$60,000	\$97,920	(\$37,920)	20,571	118,491	(\$58,491)	
502	Governance		\$121,393	(\$121,393)	17,468	138,861	(\$138,861)	
509	Elections & Referenda	\$1,000	\$42,616	(\$41,616)	957	43,572	(\$42,572)	
519	Academic Affairs		\$54,057	(\$54,057)	7,784	61,841	(\$61,841)	
520	Operations & Finance		\$45,797	(\$45,797)	6,385	52,182	(\$52,182)	
521	External Affairs		\$46,557	(\$46,557)	6,917	53,474	(\$53,474)	
523	Student Life		\$48,167	(\$48,167)	7,377	55,544	(\$55,544)	
528	CASA		\$67,100	(\$67,100)	3,165	70,265	(\$70,265)	
530	CAUS		\$57,400	(\$57,400)	2,708	60,108	(\$60,108)	
600	Student Life Manager	\$125,000	\$213,530	(\$88,530)	16,743	230,273	(\$105,273)	
612	Student Life - Involvement / Engagement	\$27,551	\$325,525	(\$297,974)	18,386	343,911	(\$316,360)	
616	Student Life - Operations	\$179,160	\$498,217	(\$319,057)	36,838	535,055	(\$355,895)	
624	Student Life - Leadership & Recognition	\$36,000	\$185,673	(\$149,673)	27,932	213,605	(\$177,605)	
640	Marketing	\$0	\$209,348	(\$209,348)	(119,809)	89,539	(\$89,539)	
642	SUtv	\$60,000	\$4,240	\$55,760	2,762	7,002	\$52,998	
644	Handbook	\$95,000	\$49,096	\$45,904	5,535	54,631	\$40,369	
712	SUB Programming	\$27,870	\$20,547	\$7,323	2,949	23,495	\$4,375	
713	Alternative Programming/SUKCP	100,420	253,458	(\$153,038)	21,948	275,406	(\$174,986)	
714	WOW	167,500	303,047	(\$135,547)	19,151	322,199	(\$154,699)	
715	Orientation / Programming	82,000	222,732	(\$140,732)	19,226	241,958	(\$159,958)	
765	Antifreeze			\$0				
750	Dinwoodie Lounge	120,334	107,748	\$12,586	16,932	124,680	(\$4,345)	
755	Myer Horowitz	546,471	421,461	\$125,010	62,023	483,484	\$62,987	
800	SUBmart	677,813	652,242	\$25,570	46,320	698,562	(\$20,749)	
815	Print Centre	982,318	692,501	\$289,817	44,207	736,708	\$245,610	
825	Post Office	351,016	346,128	\$4,888	8,518	354,646	(\$3,630)	
832	RATT	639,410	620,630	\$18,781	36,953	657,583	(\$18,172)	
833	Under Grind	79,200	69,437	\$9,763	(1,436)	68,001	\$11,199	
835	L'Express	718,000	681,240	\$36,760	45,791	727,030	(\$9,030)	
836	Catering	410,000	394,976	\$15,024	23,522	418,498	(\$8,498)	
837	Daily Grind	749,000	551,244	\$197,756	48,238	599,482	\$149,518	
841	Powerplant (Deweys)	478,300	478,244	\$56	31,997	510,241	(\$31,942)	
	Operating Before Capital and Sponsorship	\$11,684,691	\$10,922,894	\$761,796	(\$19,393)		\$781,190	

Students' Union Capital Projections by Department												
DEPT. #		2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	
		Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	
		\$	\$	\$								
401	SUB BUILDING RENOVATIONS											
402	OFFICE ADMINISTRATION	6,000.00	1,250.00	3,050.00	500.00							
411	FACILITIES & OPERATIONS	15,950.00	25,600.00	28,750.00	40,050.00	30,250.00	35,450.00	18,000.00	13,600.00	26,100.00	41,808.00	
425	ADVOCACY											
600	SERVICES MANAGER											
605	STUDENT FINANCIAL AID		600.00		1,500.00							
610	OMBUDSERVICE			700.00								
611	STUDENTS' ORIENTATION SERVICES											
611	CENTRE FOR STUDENT DEVELOPMENT	3,100.00	1,400.00	700.00								
612	STUDENT DISTRESS CENTRE											
616	INFORMATION SERVICES			1,400.00			600.00					
624	STUDENT GROUPS			700.00		700.00						
625	VOLUNTEER SERVICES											
630	TICKETMASTER											
640	MARKETING/MEDIA	1,840.00	1,500.00							1,250.00	2,078.00	
644	HANDBOOK											
646	SAFEWALK		1,200.00	1,000.00	2,150.00	1,000.00	2,000.00					
650	CAMPUS FOOD BANK											
655	ECOS			2,500.00								
712	SUB PROGRAMMING									3,500.00	20,000.00	
713	ALTERNATIVE PROGRAMMING								7,800.00		14,480.00	
714	WEEK OF WELCOME								8,000.00			
750	DINWOODIE LOUNGE									30,592.00	21,585.00	
755	MYER HOROWITZ THEATRE	21,700.00	30,000.00	30,000.00	40,000.00		5,000.00		18,650.00			
760	EXTERNAL ENTERTAINMENT											
805	COPY CENTER											
765	ANTIFREEZE											
800	SUBMART	27,000.00	1,800.00			15,000.00	8,000.00		29,000.00	8,400.00		
810	SUBTITLES	58,000.00	17,700.00	7,500.00	5,000.00							
815	PRINT CENTRE	9,870.00	29,900.00	6,900.00	73,309.00	19,815.00	11,420.00		4,500.00	32,995.00	55,821.00	
821	SUB GAMES/EMPTY POCKET											
825	POSTAL OUTLET		11,500.00	31,000.00								
830	BEAR'S DEN											
832	ROOM AT THE TOP	5,999.00	41,460.00		9,550.00	125,000.00				16,800.00		
833	UNDERGRIND									702.00		
834	JUICY			15,875.00								
835	L'EXPRESS	144,000.00		4,122.00		800.00				17,696.00		
836	L'EXPRESS CATERING	7,500.00		7,900.00	4,270.00	6,500.00						
837	CRAM DUNK			1,400.00	2,800.00					8,277.00		
841	POWER PLANT	25,000.00				8,300.00				2,300.00	4,737.00	
	Computing and Networking											
	Hardware and Software Renewal	67,642.00	70,000.00	70,000.00	50,000.00	70,000.00	70,000.00	71,000.00	110,000.00	130,000.00	85,000.00	
	Communications/InfoLink/Online Projects	15,000.00	15,000.00	15,000.00	50,000.00	15,000.00	15,000.00	50,317.00			55,000.00	
	PSE Renovations (\$50k PSE/\$75k CFB)		35,000.00	35,000.00	125,000.00							
	Total	408,601.00	283,910.00	263,497.00	404,129.00	292,365.00	147,470.00	139,317.00	191,550.00	278,612.00	300,509.00	
Additional	RATT/Dewey's DÉCOR			5,000.00			5,000.00					
	VIDEO DISPLAYS / KIOSKS			49,000.00								
	RATT FURNITURE										75,000.00	
	DEWEY'S FURNITURE										15,000.00	
	CAPITAL FUNDRAISING										40,000.00	
	RENOVATION AMORTIZATION (Reserve)									6,000.00	70,000.00	
	FURNITURE POOL										3,000.00	
		408,601.00	283,910.00	317,497.00	404,129.00	292,365.00	152,470.00	139,317.00	191,550.00	284,612.00	503,509.00	

UNIVERSITY OF ALBERTA STUDENTS' UNION

2017/18 BUDGET ANALYSIS - with Cost Appropriations

Name	2017-18 Budget			2016-17 Budget			2015-16 Budget			2014-15 Budget			2013-14 Budget			2012-13 Budget			2011-12 Budget											
	Revenues	Expenses	Net	Revenues	Expenses	Net	Revenues	Expenses	Net	Revenues	Expenses	Net	Revenues	Expenses	Net	Revenues	Expenses	Net	Revenues	Expenses	Net									
Administration																														
Office Administration	HERDR	HERDR	HERDR	2,630,728	31,368	2,599,360	HERDR	2,440,086	30,072	2,410,014	HERDR	2,410,014	19,133	2,410,014	HERDR	2,589,481	410,132	2,179,349	HERDR	2,453,784	330,079	2,123,804	HERDR	2,118,748	456,964	1,661,784	HERDR	2,233,000	398,718	1,834,282
General Administration	HERDR	HERDR	HERDR	1,200	290,883	(289,883)	HERDR	1,200	308,248	(307,048)	HERDR	22,930	300,359	(280,009)	HERDR	22,930	300,465	(280,535)	HERDR	22,930	300,465	(280,535)	HERDR	22,930	300,465	(280,535)	HERDR	22,930	300,465	(280,535)
Technical Support	HERDR	HERDR	HERDR																											
Facilities & Operations	HERDR	HERDR	HERDR	1,929,534	1,864,515	265,019	HERDR	1,663,731	1,037,093	626,638	HERDR	1,570,123	1,104,050	476,073	HERDR	1,538,848	1,073,379	465,469	HERDR	1,521,855	1,034,518	487,337	HERDR	1,513,039	1,045,888	467,151	HERDR	1,513,039	1,045,888	467,151
Total Administration	HERDR	HERDR	HERDR	4,560,482	1,966,556	2,593,926	HERDR	4,105,017	1,266,313	2,838,704	HERDR	4,030,137	1,408,203	2,621,934	HERDR	4,151,259	1,792,258	2,359,001	HERDR	4,008,929	1,467,583	2,541,346	HERDR	3,646,787	1,090,576	2,556,211	HERDR	3,646,787	1,090,576	2,556,211
Political Governance																														
Research/Advocacy	HERDR	HERDR	HERDR		250,158	(250,158)	HERDR		293,237	(293,237)	HERDR		277,007	(277,007)	HERDR		240,872	(240,872)	HERDR		238,873	(238,873)	HERDR		251,709	(251,709)	HERDR		251,709	(251,709)
Pres. & Exec. Support	HERDR	HERDR	HERDR	60,000	49,539	10,461	HERDR	60,000	60,603	(60,603)	HERDR	60,000	59,797	202	HERDR	60,000	58,562	1,438	HERDR	60,000	58,338	1,662	HERDR	60,000	55,847	4,153	HERDR	60,000	53,847	6,153
Student Council	HERDR	HERDR	HERDR		114,060	(114,060)	HERDR		121,798	(121,798)	HERDR		105,901	(105,901)	HERDR		86,583	(86,583)	HERDR		104,845	(104,845)	HERDR		104,845	(104,845)	HERDR		104,845	(104,845)
Electors & Referenda	HERDR	HERDR	HERDR	1,000	43,361	(42,361)	HERDR	1,000	46,368	(45,368)	HERDR	1,000	50,668	(49,668)	HERDR	1,000	55,980	(54,980)	HERDR	1,000	60,811	(59,811)	HERDR	1,000	66,002	(65,002)	HERDR	1,000	71,123	(70,123)
External Affairs	HERDR	HERDR	HERDR		48,507	(48,507)	HERDR		48,567	(48,567)	HERDR		48,529	(48,529)	HERDR		48,462	(48,462)	HERDR		48,405	(48,405)	HERDR		48,348	(48,348)	HERDR		48,291	(48,291)
Operations and Finance	HERDR	HERDR	HERDR		47,463	(47,463)	HERDR		46,787	(46,787)	HERDR		46,289	(46,289)	HERDR		45,394	(45,394)	HERDR		44,764	(44,764)	HERDR		44,242	(44,242)	HERDR		43,720	(43,720)
Student Life	HERDR	HERDR	HERDR		48,507	(48,507)	HERDR		48,567	(48,567)	HERDR		48,529	(48,529)	HERDR		48,462	(48,462)	HERDR		48,405	(48,405)	HERDR		48,348	(48,348)	HERDR		48,291	(48,291)
CAISA	HERDR	HERDR	HERDR		48,986	(48,986)	HERDR		50,304	(50,304)	HERDR		53,790	(53,790)	HERDR		57,360	(57,360)	HERDR		60,737	(60,737)	HERDR		64,114	(64,114)	HERDR		67,491	(67,491)
Total Political	HERDR	HERDR	HERDR	61,000	903,266	(842,266)	HERDR	61,000	977,941	(916,941)	HERDR	61,000	1,018,895	(957,895)	HERDR	61,000	1,028,732	(967,732)	HERDR	61,000	1,067,220	(1,006,220)	HERDR	61,000	1,105,617	(1,044,617)	HERDR	61,000	1,144,004	(1,083,004)
Services																														
Student Life Manager	HERDR	HERDR	HERDR	61,190	250,495	(189,305)	HERDR	64,000	252,792	(188,792)	HERDR	75,541	282,185	(206,644)	HERDR	71,409	256,974	(185,565)	HERDR	63,334	232,822	(169,488)	HERDR	45,150	159,179	(114,029)	HERDR			
Student Life - Involvement	HERDR	HERDR	HERDR	27,551	241,597	(214,046)	HERDR	132,844	607,840	(474,996)	HERDR	149,842	471,062	(321,220)	HERDR				HERDR				HERDR							
Student Life - Operations	HERDR	HERDR	HERDR	175,843	442,532	(266,689)	HERDR	149,842	471,062	(321,220)	HERDR	144,000	311,147	(167,147)	HERDR				HERDR				HERDR							
Student Life - Leadership	HERDR	HERDR	HERDR	122,000	322,330	(200,330)	HERDR				HERDR				HERDR				HERDR				HERDR							
Student Life - Programs	HERDR	HERDR	HERDR				HERDR				HERDR				HERDR				HERDR				HERDR							
Student Life - Support	HERDR	HERDR	HERDR				HERDR				HERDR				HERDR				HERDR				HERDR							
Student Life - Services	HERDR	HERDR	HERDR				HERDR				HERDR				HERDR				HERDR				HERDR							
Student Life - Support	HERDR	HERDR	HERDR				HERDR				HERDR				HERDR				HERDR				HERDR							
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Student Life - Support	HERDR	HERDR	HERDR				HERDR				HERDR																			

[1] Items related to the renovations started in 2013 not included, b/c of amortization schedules.

[2] Amortization & Loan Repayment Principle & Interest Amounts



University of Alberta Students' Union

FINANCE COMMITTEE

Monday, March 20, 2017

5:00PM

SUB 6-06

We would like to acknowledge that our University and our Students' Union are located on Treaty 6 Territory. We are grateful to be on Dene, Cree, Sauteaux, 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 continuing colonial violence and respect Indigenous knowledges and traditions.

ATTENDANCE

NAME	PROXY	PRESENT
Robyn Paches (Chair)		Y
Victoria DeJong	Umer Farooq	Y
Franchesca El Ghossein		Y
Reed Larsen		Y
Brandon Prochnau		Y
Emil Yim	Via Phone	Y

MINUTES (FC 2016-14)

2016-14/1 INTRODUCTION

Meeting called to order at 5:06 pm.

2016-14/1a Call to Order

2016-14/1b Approval of Agenda

GHOSSEIN/FAROOQ moved to approve the agenda
Vote 6/0/0
CARRIED

2016-14/1c **Approval of Minutes**

LARSEN/GHOSSEIN moved to approve the minutes
Vote 5/0/1
CARRIED
FAROOQ ABSTAINED

2016-14/1c Approval of FC 2016-12 Minutes.

Please see FC 16-14.01

LARSEN/GHOSSEIN moved to approve the minutes
Vote 5/0/1
CARRIED
FAROOQ ABSTAINED

2016-14/1d **Chair's Business**

2016-14/2 **QUESTION/DISCUSSION PERIOD**

2016-14/3 **COMMITTEE BUSINESS**

2016-14/3a New Business: Budget Principals 2017-18

PACHES: We are at the point where we are start putting the budget together. The first step is the creating the principles which under bylaw is under the responsibility of VP OpFi to prepare the principles and present it to the Finance committee who then make amendments/approve before taking it to Council for approval. The budget principals are then the basis under which the the budget is created. So the second reading will be what's in the budget. So, the actual itemized budget will be what's crafted from the principles, and what will be presented to Council will be a budget report, a budget summary and the actual budgets. The principles are what you see today. I made slight word adjustments to what was sent out based on feedback from the Chair of Bylaw Committee, the Executive committee and our core managers of the SU, but the content is the same.

YIM: So you guys have a hard copy there?

PACHES: Yeah and I have it digitally which I can send you after this. So I will read out the wording changes to you. The first part is a preamble discussing

what the organization is as well as its values and what guides the organization. This is done, so we do not have to repeat ourselves in the principles. So unless there are any objections, what I would like to do today is I would like to only go through the principles that have been edited or new because principles that weren't edited or aren't new are carried on from last year and were approved last year. These are broad principles that make sense to carry forward year to year just to set our frame.

Starting from Principle 9: The only edit in here with the addition of "cost of living adjustments" because that wasn't specified in the previous principle. Sounds good?

Committee members agree.

PACHES: Onto Principle 10: This principle was simply edited for the what he projected ACPI for 2017/18 will be, so just brought up to current numbers.

PROCHNAU: Shouldn't you just say ACPI instead of saying Alberta Consumer Price Index since you have mentioned it before?

PACHES: The way we operate with our CPI in our budgeting is just ensuring we are always consistent with the language throughout the documents as it can differ so we make sure to be specific throughout the whole thing.

Principle 11: This principle was added in last year when Students' Council approved a increase to the Students' Union membership fee outside of CPI but under 10% because that over 10% would need a referendum to allow the increase and any increases over CPI must be approved by Council. The edit was "as approved by Student Council". This was changed from subject to approval by Student Council because this was only being talked about last year. This edit is for transparency and to show that it was in fact approved last year, and makes sure that is still in effect.

Principle 13: This is a new one which states, "resources will be made available for the Executive Committee to build positive relationships with important stakeholders." This point was also further edited to include examples. Examples include Faculty associations, Residence associations and members of the University of Alberta Board of Governors. The reason I added in this principle was every year, the Executive Committee, specifically the VP Academic, takes money out of their portion of the project allocation fund to take FA's out to a lunch so that we can build help build positive relationships with that group. As this money comes out of their portion of the project allocation fund, it has impeded their ability to fulfil their campaign mandate promises

GHOSSEIN: And it's not sustainable.

PACHES: Yeah and it's not sustainable. So it's been an ask for a few years to put that into actual budgeting which is why this principle was added. And note, principles do not contain actual dollar amount and the amount will be decided when it is brought to the actual budget. It will be really useful because it develops that relationship between FA's and the executive committee, and helps whenever conversations need to happen between those groups

Principle 15: Context for principle 15 is principle 14. Principle 15 reads that "Recurring annual expenses of Council shall be budgeted for outside of [insert principle 14]." For the longest time, Council jackets have come outside of the \$2000 that is set aside for council engagement but those jackets are \$1600, so what we have left is \$400 for council engagement.

This principle is to make sure expenses such as the Council jackets and other expenses that recur every year are budgeted for accordingly. A big objective I had with these principles was finding things that happen every year but do not have their own budget lines and creating something so they are budgeted for on their own.

Principle 16: "Resources will be made available for the translation of all bylaws and policies into French." It's been in ask for a long time, let's do it.

Principle 18: The principle was derived from a recommendation from CAC. The principle was also further edited as per recommendation from Councillor Christensen which I fully approve of as it was really well worded. The principle now reads as, "The students' Union shall allocate resources to increase the salary of executive elected positions to bring the remuneration inline with the provincial average. I'll turn it over to Councillor Larsen (Chair of CAC) for the explanation behind this.

LARSEN: Basically, we came down to a recommendation from CAC which I believe was increasing the pay rate which the specific wording can be found in the last CAC report. It was long discussion over two meetings and this is what we came up with. The numbers were generated by Marc (General Manager), and the increase was pretty moderate overall. The provincial average is still a little bit higher.

PACHES: The plan in second principles will be to completely follow the CAC recommendation.

Principle 22: The edit was "and retention." So, previous principal was customer experience improvements.

Principle 23: The edit here is "and operational." Beforehand, it was just visual. I added that in there to ensure that when resources are being allocated to visual improvements, that they're also logistics and the performance that businesses kept in mind.

Principle 26: The edit here is the addition of “and it’s corresponding capital fundraising campaign.”

Principle 26: This was upon recommendation of Bylaw, CAC, Councillor Sunday. This principle is different than what was sent out digitally. What was sent out digitally was specifically for the Ad Hoc Committee and then, I got feedback from Councillor Christensen, the Executive Committee and our management that we should make it more broad so that once the standing committee comes to fruition, that that doesn’t limit us so we can provide honorariums for Elders to attend the meetings of the standing committee. It was brought to my attention to make it even more broad so that if we have any future committee where we’re consulting with indigenous stakeholders and they request that an Elder be present, we have the flexibility to be able to provide that cause it’s very important.

Principle 29: “Resources will be made available for piano and microwave repairs that fall under the Students’ Union responsibility.” This is another one that has always been paid for but never had a budget line for it. Similarly to the VPA and FA’s situation, the VP SL has always been tasked with funding repairs to the pianos/microwaves from their project allocation funds which is once again unsustainable and doesn’t make sense to pull out of something that’s for flexibility with campaign promises so we’re going to budget for it accordingly. This is only for microwaves that fall under Students’ Union responsibility/SU owned.

That wraps up the principles themselves. Any questions and concern?

LARSEN: I’m in favour. Everything looks good to me.

PACHES: Great, I’ll send this digitally.

I’ll move into the section for removed. There were three principles that were removed from last year’s. The first one I removed starts with “In line with operating policy 5.12.” So, it’s already in operating policy so I don’t see a point in putting it in budget principles since its already outlined in policy. Second one, “Students’ Union should allocate resources towards professional advice and services as they relate to advocacy.” Essentially, this is about the advocacy office which is in the SU structure, which is part of the preamble and essentially has been a carry over principle that is not needed so it’s been cut. Third, “New leased space shall be available in the Students’ Union building and may need to be funded accordingly.” This was added last year because we have a new space in lower level. It has now been filled by ATB so we don’t need this principle anymore.

Any other questions, comments, feedback?

PACHES/FAROOQ MOVES that Finance Committee recommend the 2017/2018 Budget principles for approval at Students' Council.

***VOTE 5/0/0
CARRIED***

Please see FC 16-14.02

2016-14/5 INFORMATION ITEMS

2016-14/6 ADJOURNMENT

2016-14/6a **Next Meeting: April 17, 2017 @ 5PM in SUB 6-06**

Meeting adjourned at 5:28 PM.

SUMMARY OF MOTIONS

MOTIONS	VOTES
<i>GHOSSEIN/FAROOQ moved to approve the agenda</i>	<i>Vote 6/0/0 CARRIED</i>
<i>LARSEN/GHOSSEIN moved to approve the minutes</i>	<i>Vote 5/0/1 CARRIED</i>
<i>LARSEN/GHOSSEIN moved to approve the minutes</i>	<i>Vote 5/0/1 CARRIED</i>
<i>PACHES/FAROOQ MOVES that Finance Committee recommend the 2017/2018 Budget principles for approval at Students' Council.</i>	<i>VOTE 5/0/0 CARRIED</i>

