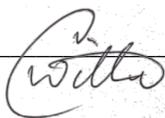


Board of Directors Meeting Minutes

Date	Sunday, February 23, 2020
Time	3:00pm
Location	Society Common Space, 5th Floor Students' Centre, Saint Mary's University
Present	Crystal Witter (Chair), Rami Zokari (Vice-Chair), Joshua Lafond, Rhea Nankani, Henry Peng, Adam Snow, Jason Yi
Regrets	Azhar Rahman, Daphne Klajman
Resource	Alison Horton (Board Secretary)

1. The meeting was called to order at 3:00 PM, and a land acknowledgement was made.
2. At 3:04 PM, Ms. Witter asked if there were any conflict of interest declarations to both the Board of Directors and the audience in the room. There were no conflict of interest declarations.
3. Ms. Witter asked the Board for approval of the consent agenda as presented. Mr. Snow motioned to approve the consent agenda, seconded by Mr. Lafond. *Motion carried.*
4. At 3:05 PM, Ms. Navas, President and CEO of SMUSA, gave the following President's report; (See Appendix One).
5. At 3:16 PM, Ms. Witter, Chair of the Board of Directors, gave the following Chief Governance Officer's Report;
 1. Ms. Witter and Mr. Lafond attended the Board of Governors retreat where they were able to add students perspectives to discussions on how to improve the experiences of students as a whole.

Signature: _____ Crystal Witter, Board Chair

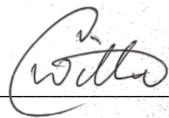


2. The Board is looking to involve students in the production of the plain english policy project. There will be a testing session in March that will allow students to provide feedback on the plain english policies. The policies should be completed before the end of the semester, and there will be a launch after the testing period.
3. The Board is working in collaboration with Ms. Navas in updating the society handbook and society policies. This is also an opportunity to engage students as the handbook is mostly used by society executives. There will be a testing period with refreshments provided, and the date will be published once it is confirmed.

6. Committee Reports

- a) At 3:22 PM, Mr. Yi, Chair of the Elections Committee, gave the following Elections Committee report;
 1. Election period is partially finished. There was a better turnout compared to previous elections, and congratulations go out to all those elected.
 2. The committee will have a meeting about post election materials and how to better future elections.
- b) At 3:34 PM, Mr. Peng, Chair of the Society Committee, gave the following Society Committee report;
 1. The Committee approved additional funding for the Peaceful Schools society and the Habitat for Humanity Society.
 2. On February 14th, 2020, the Model United Nations Society gave their presentation in order to receive additional funding. This is will be discussed during this meetings in-camera session.
 3. The society handbook is being updated and is being discussed with Ms. Navas.
- c) At 3:26 PM, Mr. Snow, Chair of the HR and Governance Committee, gave the following HR and Governance Committee report;
 1. The committee met on February 14th, 2020, and reviewed potential amendments to policies;

Signature: _____
Chair



Crystal Witter, Board

- I. Election Policy 14.2.2 will wait for further review until the CRO report is finalized in order to look at details. The potential amendment is to create a rulebook for candidates to follow.
 - II. At 3:28 PM, Mr. Snow motioned to amend Election Policy 4.2.1 so that the membership of the committee will be composed of three members of the associations Board of Directors. This motion was seconded by Mr. Yi. *Motion carried.*
 - III. At 3:30 PM, Mr. Snow motioned to remove elections policy 7.2.22, which states that as long as the CRO uses a reasonable interpretations of these election polices they are authorized to make all decisions, take actions and establish practices. These decisions will have full authority and they will apply to all candidates equally. The motion was seconded by Mr. Lafond. *Motion carried.*
 - IV. At 3:37, Mr. Snow motioned to remove Poster Policies 3.8 and 3.9, which discuss placing posters in Vanier and Rice residences. The motion was seconded by Mr. Yi. *Motion carried.*
 - V. At 3:38 PM, Mr. Snow motioned to amend Society Policy 6.2.3 so that only Board Members serving on the committee are able to be the chair of the Society Committee. The motion was seconded by Mr. Zokari. *Motion carried.*
 - VI. Updates to Finance Policies will wait until the next meeting as Mr. Rahman is away.
 - VII. The committee is looking at adding a general manager responsibility to the policies, as well further discussing the clarification of graduation before end of term.
7. Mr. Zokari motioned that the Board move in-camera at 3:43 PM, seconded by Mr. Peng. *Motion carried.*
 8. The next meeting will be March 22nd, 2020.



Signature: _____ Crystal Witter, Board
Chair

Appendix One



SAINT MARY'S UNIVERSITY STUDENTS' ASSOCIATION

SMUSA Board of Directors Report
SMUSA President's Report – Mary Navas
February 23, 2020

SMUSA Elections 2020

- Congratulations to the new president elect, Bryn de Chastelain, and the new board members, Abhinav Gaur, Joshua D. Sydney, Pearl B. Buyanzi, and Brian Tumusiime, elected to represent the student body in the next academic year! Looking forward to a great year ahead.

Internal Affairs

SMUSA AGM

- Our SMUSA AGM was hosted and had a great conversation on what SMUSA has worked on since they took office in May. We reviewed the feedback on our S-M-YOU Campaign and the themes that students want priority on. We talked about some of the things accomplished in our Annual Plan 19-20 and students can find it in our website under documents.

Course Syllabus

- A Syllabus is required for every course, and it is the student's guidebook on what the course will entail and includes important course due dates that the students will need to meet.
- Course Syllabi are used to protect the students and protect the university and faculty. Although, in some occasions, they are not protecting the students. One of the biggest problems, is when the course syllabus requests students to present a medical note or formal medical document to be exempted from an exam or quiz.
- SMUSA requested to Senate and the university academic departments to review the content of the course syllabus and amend the section where medical documents will be the only reason for a student to have an "excuse" to miss or re-do an exam.

Student Code of Conduct

- We are happy to see the new Code of Conduct presented and hopefully approved by Senate by next month.
- SMUSA representatives have been involved in this process, but the document only handles students. SMUSA requested to Senate to see an overarching University document that encompasses staff, faculty, and students.

Board of Governors Retreat “Student Success”

- Our two board members and myself who sit in the University Board of Governors attended the board retreat, February 7th and 8th. The board retreat theme was “Student Success” and focused on recruitment, student retention and supports available for student to better support them. University is starting a new Strategic Enrollment Management plan, where various subcommittees will be implemented to specifically focus on different student issues.

Sustainability Week

- SMUSA hosted Sustainability Week and conducted various events and workshops designed to help educate students make more environmentally friendly choices. The activities included: Food waste reduction pop-up, zero waste workshop, environmental racism panel and the sustainability week winter market!

Student Appreciation Day

- A day SMUSA started three years ago to appreciate and acknowledge all of the student's hard work. We expanded and partnered with around six different SMU departments to host different initiatives and giveaways for students.

Budget Consultation

- We are continuing to meet with University stakeholders to assure that the fees and next year's budget is in the best interest for students. Advocating for a predictable tuition fee cohort, regulation for international tuition fees, and students auxiliary and ancillary fees.

External Affairs

CASA Supercon Conference – Federal Advocacy Week & AGM

- Our VP Academic and Advocacy and myself attended a full week conference in Ottawa to attend the Canadian Alliance Students Association Advocacy Week and AGM. We met with different stakeholders including Members of Parliament and Senators from Nova Scotia and across Canada to present six asks which can be found later this week at: <https://www.casa-acae.com>

Provincial Budget Release – Tuesday, February 25th

- Clancy Mcdaniel and myself as StudentsNS chair are attended a pre-budget release lockup to review the province budget to view all the budget lines that will positively or negative affect post-secondary education in Nova Scotia.

Events attended on behalf of SMUSA

- International Night
- Annual State of the Province – Premier McNeil, StudentsNS
- Bangladeshi Night