**Arts Undergraduate Society of McGill University**

**Legislative Council**

**September 7th, 2016, 6 PM**

**AGENDA**

1. Call to order at 6:10PM
	1. Territorial Acknowledgment: AUS would like to acknowledge that McGill University is situated on the traditional territory of the Kanien’kehá:ka, a place which has long served as a site of meeting and exchange amongst nations. AUS recognizes and respects the Kanien’kehá:ka as the traditional custodians of the lands and water on which we meet today.
2. Roll Call
	1. Absent: ASSA, GSA, MUGS, PSA, WSSA
	2. Came late:
	3. Left early: MPSA
3. Approval of Minutes from April 6rd 2016 Council
	1. No amendments
	2. All those in favour? All. None against
	3. Minutes are approved
4. Approval of Agenda
	1. AUS President: Amend agenda to allow for introductions. Seconded. Amendment added.
	2. All those in favour? All. None against
	3. Agenda is approved
5. Council and Robert’s Rules Presentation
	1. Speaker of Council: Welcome to council, we’re meeting biweekly until end of classes. Expect to attend minimum of two meetings, otherwise your association funding is in jeopardy. Will try to make meetings fast as possible.
	2. Robert’s Rules are ones governing our council. Every council will have an agenda.
	3. HSA Q: Last year didn’t we change it that if they missed two meetings, would then have funding cut? Response: I thought it unfair to enforce those rules immediately because they haven’t been explained to everyone.
	4. If you’re going to bring a motion forward, send it in by deadline. I’ll set a deadline this week, probably the Sunday before the Wednesday meeting at midnight. By this deadline have to send it to email so I can put it on the agenda and have everything prepared. This needs to get in on time.
	5. Motions will need to be passed here. I emailed out a brief guide to Robert’s Rules of Order, so please read that. Talks about different voting procedures. At every point in the agenda there could be a new point to be tabled. But for sake of moving it along, please move it along quickly.
	6. We’ll have more new business in coming weeks because we’ll have more motions submitted by you guys.
	7. Departmental association reports: each needs to give a report to council, though not everyone gives a report each week. We’ll notify you after this week, which groups are going on which days. When you’re slated to go, send it to me in advance. That’s the most important week you need to be here, and to entertain questions.
	8. Don’t talk over yourselves if things get heated. Anything you say must be directed towards the speaker, like you can’t direct it to the AUS President directly. To avoid anything becoming too patronizing.
	9. If you have Qs don’t hesitate to ask, you can raise your placard or raise a point of parliamentary procedure, or a point of order if something is wrong in council, or a point of inquiry is a Q specific to me.
	10. VP Internal: About departmental reports, we’ll be sending out emails with outline so you know what to write about, along with info regarding attendance policy.
	11. Arts Rep Igor Q: What’s the speaking time limit during debate? Response: Technically will vary depending on debate, generally would say no more than 2mins.
	12. VP Academic: Can we make it known that link on website redirects to last year’s minutes and I posted the most recent ones on FB group?
	13. ESA Q: Are we allowed to present agendas that are associated with different faculties? Since Econ is both in arts and management. Response: We’ll stick with AUS agenda, but if there are specific items to bring up, you can do so via a motion.
6. AUS State of the Society
	1. AUS President: Want to give presentation to update everyone on where AUS is at in terms of finances and legislation, or clarify confusion about what you’re doing and what AUS is.
	2. Welcome. As a councillor you’re responsible for representing views of your constituents, no matter what personal views you have. You’re casting votes based on people you’re representing. Also in room to hold execs responsible. We’ll be updating you every two weeks, and we’ll stand for Qs at end of our reports. Also the accountability committee, etc. We’re all a part of this community together, so despite structural hierarchy feel free to ask Qs. Would like to have active participation in discussion in council, appreciate as much discussion as possible. Bringing up departmental reports invites you to share the space with us, and good for collaboration for one department to know what’s going on somewhere else.
	3. You’re responsible for sitting on AUS or departmental committee.
	4. VP Academic: Point of clarification, Arts committees are fold. President: So you’ll all be sitting on an AUS committee, it’s your job to provide info and events and help shape the future of AUS. There’s so much room for input and I hope everyone feels comfortable.
	5. Speaking on behalf of holding Execs accountable, they were at Activities Night, and our VP Social previously told us she couldn’t attend.
	6. If ever you want to call the AUS office, our phone number is 514-398-1993. We were accredited in 2003, so we have obligations to Government of Quebec. We need to run this society legally and appropriately, including filing taxing and audits. All your bank accounts are internalized with AUS, so our VP Finance will be your point person.
	7. AUS consists of 7 execs and 3 Arts Senators – used to be two. Arts Reps represent Arts students to SSSMU, and our VP External also does this, because we have so many students that we need an extra rep. Senators represent highest body on campus, Senate.
	8. Have lots of spaces on campus for student services. List posted on PowerPoint.
	9. AUS governed by constitution and bylaws and McGill MOA. Most successful version of MOA is updated on website, approved last year. Study these bylaws. As far as AUS portfolios, our Senators are not a part of exec, so sort of disconnected relationship. But this year we’re trying to bring them more into it.
	10. VP Internal Kira: Point of information, if you agree with someone you’re allowed to knock on the desk. It’s encouraging.
	11. AUS President: Our Arts Reps sits on Excomm, but don’t vote there. But important to be clear with SSSMU. If you have Qs about any of these, you’re welcome to ask. Last year the departmental journals were a hit, which might interest you. And bunch of employment opportunities for Arts and Arts-Sci students, listed on listserv. Can reach out to execs for Qs. Also, laptop lending is crucial during midterm season.
	12. Will have comprehensive frosh update during next council, good break for mental health and facilitation of meetings.
	13. Our representation to McGill happens in a bunch of different ways. Sometimes it happens in private meetings, like Erik and I are negotiating partners with MOA. Whereas some execs liaison with different departments, for example Erik tells people how to navigate McGill’s bureaucracy.
	14. International Student Affairs Commission: Arts is heavy writing faculty, so this committee came out of that, helping with students who don’t speak English as first language. Shows how AUS initiatives then sometimes get internalized.
	15. Last year in review: made few changes to council, like when you submit motion to council, you have to outline which amendments are made to the previous bylaws so we can see how that evolves when it posts on the website. It’s designed to be super low-stakes. Your report can be small, and you don’t have to come up to the front. Penalty for failing to submit a report is same as missing a council without notifying the speaker. It seems harsh, and we’ll take it easier for the first few weeks.
	16. Changes in our constitution, some portfolios were moved around like Alum Relations. In particular, our screening process for VP Finance was made more thorough and Deepak is more than qualified for this job, he’s first to pass screening process. Will be constitutional changes throughout the year, but needs to be approved by entirety of the society, whereas motions are just a 2/3 vote.
	17. SNAX and MOA: Last year was rocky in that we’d been illegally selling sandwiches, and admin cracked down. Had a bit of a negative financial result, was a big income. But Jacob did good job negotiating with admin, lead to allowances to let us sell them for the near future. We need to be up to code, Erik and I are meeting with Deputy Provost to make sure SNAX and sandwiches aren’t going anywhere.
	18. Leacock Space Project submitted two years ago and didn’t know until Jacob got an email. Really extensive project that covered all of Leacock space. I will talk more about that in my report. But this has been seriously cut down, will be presented in more mild and tangible format.
	19. Focus on increasing accountability for execs. A few years ago passed referendum for execs to qualify for works-study as execs work between 15-20hrs per week. Two years ago an exec complained that they shouldn’t be paid 10hrs a week when he’s working 30hrs, and that council passed he’d get paid for each hour. But we removed that shadiness, execs are capped at 20hrs/week and we check timesheets. Was successful last year, we’re always looking for ways to increase accountability with execs. Like with hiring of Secretary General and deputy Secretary General, all of the salaries are done under a third party, whereas in the past it was the VP Finance, who was essentially paying himself.
	20. Last year ran into some issues with room bookings, reports they were left in state of disarray, departments risked losing booking rights. If you’re hosting event and disrespectful, admin said that you’re not only risking your booking rights, but all of AUS will lose their booking. Kira did a good job putting together a room booking package, an exec will be at all your events, and expecting before and after pics of the room. Will want to reinstate booking for all departments, unfair to punish new execs for old execs.
	21. Had a flood this summer in the AUS lounge and office which compromised our ability to get started on things, particularly because we expected to have new furniture for lounge come in. Lounge will be closed on Sept. 19 so Ikea can assemble all our new couches. Also slowed down ability to wrap up things from last year because of insurance problems, rooms being condemned, etc.
	22. Financial situation: In 2014-2015, there were a lot of issues with execs, lots of resignations, led to poor financial management. Large deficit masked as surplus. Our last VP Finance did a really expensive audit, saw gaping hole in our funds. To solve that problem, he liquidated our GICs, 75k, to get us out of the red. Led to new selection process for VP Finance, and solidified our relationship with FMC who hold the VP Finance accountable.
	23. So we ran a surplus last year. Had more losses on SNAX, but significant improvement from year before. Going forward, we finished audit at beginning of this year, but haven’t got statements back yet, but should run around 10k, which is normal. Remember that AUS is a non-profit, should at best break-even, which we are. It’s possible that we’ll run a surplus, but if we don’t that’s okay too. Fly at status quo, not be in the red or the black.
	24. Looking to increase collaboration and inclusivity on council, lots of participation. Robert’s Rules can be intimidating, but do your best. We’re also streamlining HR system because it’s confusing how it works, for example, not everyone knows we have a graphic designer. And it also improves transparency. Looking for input on Leacock Space Project and a lounge redesign project, we’re interested in doing student consultation. So lots of material circulating in near future.
	25. Future goals: Financial literacy training and strategizing for finances going forward to know we’re not spending in excess. And work on PR so people know about these opportunities. Also expanding mental health awareness, new initiation called MHouse, and heightened respect for different spaces in building, and mutually respectful environment in the faculty. And we’re getting new couches.
7. Announcements
	1. CSUS: We’re holding a wine and cheese on Sept. 14th from 5pm – 7:30pm. And it’s not limited to Comp-Sci students. Open for those interested in learning about programming, you’re welcome to come by. There will be Profs and students. If we could have it included in the listserv that would be great. And wanted to thank the special projects fund for contributing to Grace Hopper fund for women in programming. Got to send five students this year.
	2. MPSA: We’re having welcome back BBQ from 5:30pm – 7:30pm on Sept 21st.
	3. VP Academic: Still looking for two members to fill Library Advisory Committee. Send me an email in next two days.
	4. VP External: Community engagement day on Sept. 29th, lots of volunteer opportunities. Recommend sharing it on Facebook, partnering with SEED.
	5. Arts Rep Maria: SSMU tabling on campus for knowing your academic rights campaign. There will be one at OAP tomorrow from 1-2pm.
	6. VP Internal: Point of information, after you share the event, share it on FB group.
8. New Business
	1. Motion for Traditional Territory Acknowledgement
		1. AUS President: This is something that’s introduced at beginning of each council. Typically it’s renewed each year, in theory I’d like it institutionalized in a constitutional referendum, but we’ll do this the old fashioned way. It recognizes that McGill is situated on indigenous territory, and that we’re living in a colonized society.
		2. No points of discussion.
		3. Voting: All those in favour? All. Motion is approved.
	2. Motion to Approve AUS Hirings
		1. AUS President: Mandated in bylaws that certain AUS positions be approved by council, positions that either sit on council or that are paid or have a stipend. Last year we changed constitution to choose between full-time or part-time positions.
		2. No points of discussion.
		3. Voting: All those in favour? All. Motion is approved.
	3. Motion to impose a fee for the new Classics course 349/649
		1. CSA: We have a new classics course, an intensive summer field course in Italy. It’s both fieldwork and lab work. Fee covers transportation and accommodation and instructor’s travel expenses.
		2. No points of discussion.
		3. Voting: All those in favour? All. Motion is approved.
9. Reports of the Executive Officers
	1. Report of the President
		1. Most of summer focused on hiring and HR, connecting with admin and planning events. For most part, were quotidian things to do.
		2. We received departmental mosaics, and still need to be picked up in case grads come back asking for them.
		3. Accepting applications for different committees. Met with mental health commissions, and another meeting with MIO.
		4. Equity commissioners did good job with frosh, will be reporting next council.
		5. SNAX to develop better HR packages.
		6. Erik and I meeting to look over room bookings. And for events, put in our order to AUIF. I’m fielding emails for involvement opportunities.
		7. Students from liberal arts reached out to incorporate as a department.
		8. Used to have arts and culture magazine called Leacock’s, have people interested restarting that, submitted applications.
	2. Report of the VP Academic
		1. Started with flood update when I was here this summer. The walls are back, so great news.
		2. I have a bunch of committees. Faculty committees are currently full. But Academic Affairs, Library Partnership, and AIO committees are all still recruiting. Send me an email if interested.
		3. As result of Committee on Student Affairs last year will see a couple new Qs on course evaluations this fall.
		4. Working to get S!MVO, app-based advising, but has been some programming bugs, but still optimistic.
		5. Polling: if you have any Profs that are still using clickers, contact me.
		6. Course outlines tab now on MyCourses, some there for Math, English, and POLI. Hoping to reach that out to all departments on campus.
	3. Report of the VP Communications
		1. This summer we worked with Friesens to print our annual handbook and agenda, had our cover designed by graphic designer and photos taken by AUS photographers. Book delivered successfully, shout-out to Kira and frosh coords plus Erik. Got good feedback. Will be getting bills soon. But there are still handbooks left, so if you want one you can come by the office during the day to pick one up.
		2. Listserv working this week, but with no big changes to the design. Had good feedback last year, previous VP Comms already did major redesign. I was scared about mailchimp, but worked with IT and it was only going to junk because wording in title.
		3. For listserv submissions, I’m going to send the email out on Mondays, so deadline for submissions is Thursday at 5pm. You can either go on website and submit your event promo on our listings page or send me an email. Or contact me on Facebook to put things on Facebook page.
		4. Started video project for listserv, filmed the first one today. This week we asked students on campus why they chose to come to McGill.
		5. Prof Talks: were once under my portfolio, I’ve been receiving emails. But they’re all redirected to Erik, thought it fit more in his portfolio.
		6. Had to get a new French translator, old one quit.
		7. And wanted to start a LinkedIn page – we already have a group – for alumni staff, and students.
		8. Hiring for Marketing Committee and Fine Arts council.
		9. And looking into printing services that’s similar to SUS.
	4. Report of the VP External
		1. Big thing that I worked on over the summer was sponsorship. Have two coords, and have ten signed contracts plus two in process. Lots of cool promos in student handbook because of it.
		2. Still hiring for arts community engagement committee and international affairs committee. New ones are the mental health commissioners.
		3. A lot of things in work. ACE partnering with SEED, including community engagement day and indigenous awareness.
	5. Report of the VP Finance
		1. Audit: It went relatively well, took only a couple days, which is a massive improvement. Thanks to former VP Finance for keeping good records. Will have financial statements for end of year.
		2. Frosh: few payments to close up, but we’ll break even with a small surplus.
		3. SNAX had a 5k loss last year because of sandwiches, but should break even now that they’re back.
		4. FMC looking for departmental VP Finances to sit on it. Send me an email if interested, deadline is next Wednesday, Sept. 14th.
		5. Filed taxes a bit late because none of our records were available until a few days ago. Penalties will be no more than $100 or $150.
		6. Reimbursements for work-study are in process.
		7. HSA: Can you elaborate on some of those numbers? Response: Revenues are 39k to still come, that’s the last payment. As far as payments, I don’t exactly remember. But at end, we should be breaking even.
	6. Report of the VP Internal
		1. Departmental Associations please read through report, my office hours are set if you have any Qs.
		2. Been collecting your contact info, and sent out the guidebook for you. This departmental guidebook was my child, please read through it. Send me your departmental package even if you don’t have your budget yet, just so we can send out allocations.
		3. Departmental Orientation on Sept. 14th is mandatory. If you can’t attend please email me. Schedule has been sent out, and if you’re not receiving emails contact me.
		4. AUS Activities Night: there’s lots of room to sign up, great opportunity to engage with incoming students. It’s from Sept. 6th-9th.
		5. Booking and liquor permits: As Becky said, it’s important that everyone is responsibly using the rooms. Admin made clear that this is our last chance, or we won’t be able to host events that have alcohol. When you pick up your permit there will be cleaning supplies and rules of conduct for guests.
		6. Still have pre-booked wine and cheese dates for those interested.
		7. Arts lounge was major in terms of damages and conveniences, in process of changing furniture. Not on Sept. 19th like said before, but we’re changing it on the 25th, a Sunday.
		8. AUSec: this is the environmental group I oversee. Will be sending out a green guide soon.
		9. FEARC and orientation week had a record amount of responses. There were a lot of times we presented at O-week, very present. A lot of responses for Becky, Erik, and I.
	7. Report of the VP Social
		1. AUS President: Kat will be doing comprehensive frosh update next council.
		2. Applications for BDA close on Sept. 10th, first BDA on Sept. 15th
		3. EPIC applications opening this week.
10. Reports of the Arts Representatives and Senators
	1. Report of the Arts Representatives to SSMU
		1. Arts Rep Igor: We represent interests of Arts students on Arts councils and SSMU. It’s through you, consulting with you before any major motions. We’re mandated to vote according to stances that AUS has taken. Also always available by email.
		2. Mostly have been doing prep work in anticipation of first council meeting next week and retreat this weekend.
		3. Can email us on our personal emails, will have official emails set up soon.
		4. Student Rights Initiative with SSMU, and academic accommodations for disability or medical reasons, have deadline extended for a few days. Will post on Facebook group for both of these things.
	2. Report of the Arts Senators
		1. Senator Cleveland: Have not received our welcome package yet from SSMU yet. Senate is highest academic legislative body at McGill, sit with senators from all different bodies, and every few weeks sit with Suzanne Fortier and other admin heads.
		2. So you can submit Qs to Senate, for example on the sexual assault or mental health policies, which I am passionate about.
		3. I don’t have my email yet, but will eventually have one. Feel free to email me on my personal email if you have any questions.
11. Question Period
	* 1. SSA: If we can try to refrain from using acronyms, or instead explain what each letter represents? I’m not familiar with a bunch of these things. Not just departments, but referring to initiatives in reports by their acronyms. Response: Very good point.
12. Next Meeting Time and Date (**Sept. 21st, 2016 at** **6pm in LEA 232**)
13. Adjournment at 7:40PM

**Membership of AUS Council**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Name** | **Present?** | **Late / leave early?** |
| **AUS President** | Becky Goldberg | Yes |  |
| **AUS VP Communications** | Chanèle Couture De-Graft | Yes |  |
| **AUS VP Internal** | Kira Smith | Yes |  |
| **AUS VP Social** | Kat Svikhnushin | Excused |  |
| **AUS VP Academic** | Erik Partridge  | Yes |  |
| **AUS VP Finance** | Deepak Punjabi | Yes |  |
| **AUS VP External** | Kia Kouyoumjian | Yes |  |
| **Arts Representative to SSMU** | Isabella Anderson | Yes |  |
| **Arts Representative to SSMU** | Igor Sadikov | Yes |  |
| **Arts Representative to SSMU** | Maria Thomas | Yes |  |
| **Arts Senator** | William Cleveland | Yes |  |
| **Arts Senator** | Casarina Hocevar  | Excused |  |
| **Arts Senator** | Charles Keita | Excused |  |
| **FEARC** |  | Yes |  |
| **AUS Environmental Council** |  | Yes |  |
| **AUS Equity Committee** |  | Yes |  |
| **EPIC** |  | Yes |  |
| **FMC** |  | Yes |  |
|  **AGELF** |  | Yes |  |
| **AHCSSA** |  | Yes |  |
| **ASA** |  | Yes |  |
| **ASSA** |  | No |  |
| **BASiC** |  | Yes |  |
| **CLASHSA** |  | Yes |  |
| **CSA** |  | Yes |  |
| **CSAUS** |  | Yes |  |
| **CSUS** |  | Yes |  |
| **DESA** |  | Yes |  |
| **EASSA** |  | Yes |  |
| **ESA** |  | Yes |  |
| **GSA** |  | No |  |
| **HSA**  |  | Yes |  |
| **IDSSA** |  | Yes |  |
| **MESS** |  | Yes |  |
| **MESSA** |  | Yes |  |
| **MIRA** |  | Yes |  |
| **MPSA** |  | Yes | Leaving early  |
| **MUGS** |  | No |  |
| **NASSA** |  | Yes |  |
| **PSA** |  | No |  |
| **PSSA** |  | Yes |  |
| **RSUS** |  | Yes |  |
| **RUSS** |  | Yes |  |
| **SLUM** |  | Yes |  |
| **SSA** |  | Yes |  |
| **SUMS** |  | Yes |  |
| **WSSA** |  | No |  |
| **Speaker of Council** | Jonathan Glustein  |  |  |
| **Recording Secretary** | Amylea Doiron |  |  |