**Arts Undergraduate Society of McGill University**

**Legislative Council**

**September 13th, 2017, 6 PM**

1. Call to Order
   * + - Call to Order at 6:02 PM
2. Territorial Acknowledgement
   * + - 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.
3. Roll Call
   * + - Absent: VP External, FEARC, AUS Environmental Council, ASSA, EPIC, WSSA
       - Came Late:
       - Left Early: MUGS (informed before council)
4. Approval of the Minutes from April 5th, 2017
   * + - Unanimously in favour. Minutes approved. President then proposed amendment to agenda to include Bylaw Election for the VP External; seconded by VP Communications. Amended to Section 10.6.
       - Motion Regarding the 25th Anniversary of the AUS Amended to Section 10.7.
       - Motion to move Question Period up to Section 9.
       - President raised Motion to suspend the legislative council rules of order in consideration that the Speaker has not yet given the Robert’s Rules of Order presentation yet to the assembly. Seconded by VP Academic.
       - Agenda is unanimously approved once again, with amendments of Bylaw Election for the VP External to Section 10.6; Motion Regarding the 25th Anniversary of AUS to Section 10.7. Question Period moved up to Section 9.
5. Approval of the Agenda
   * + - Agenda is unanimously approved. No abstentions or opposed.
6. Robert’s Rules of Order Review
   * + - President: asked for clarification regarding different voting procedures: raising placards (standard voting procedure), role call cote/ballots (binding), secret ballots.
       - Arts Senator Anderson: absences to be announced beforehand (to legislative meetings) so that there is no interruptions during.
7. [State of the Society](http://ausmcgill.com/wp-content/uploads/2017/09/State-of-the-Society-AUS-2017-18.pdf)
   * + - Presentation given by President. Role of AUS is to represent constituents in AUS decisions, holding AUS executives accountable, active engagement and amelioration at legislative council meetings.
       - AUS represents 8,000 students in Faculty of Arts. Corporation and registered non-profit with aprox. net worth of $250,000 and yearly budge of $900,000. Governed by AUS Constitution, bBy-Laws, and Memorandum of Agreement
       - Representation in councils, SSMU, Department Associations, FEARC, McGill Administration, Libraries, Faculty of Arts Committees, Academic Rights Support etc.
       - Events: Frosh, Nuit Blanche, AUS Teaching Awards, Work your B.A., Grad Fair, etc.
         * Funding: AUS Base Fee, Arts Undergraduate Theatre Society, Arts Student Employment Fund, Arts Computer Lab Fund, Arts Undergraduate Improvement Fund, Arts Internship Office Fee
         * Present State: slightly less well funded than 2 years ago. Stronger financial systems. Large surplus in infrastructure and technology. Modernizing the society (digital chew reqs,etc). High turnover. 2015-16 Frosh ran massive deficit ($20k) Last year slight surplus due to SNAX.
         * Due to technology failure, at 6:33 PM the PowerPoint presentation was unavailable on the AUS website
         * No questions for the AUS President.
8. Announcements
   * + - * VP Internal: AUS activities night on September 18th. Link posted in the Facebook group; to be shared by council members. Groups may sign up to table at event.
         * VP Communications: Listserv submissions due on Tuesdays at 5 PM. Currently looking for a webmaster, 2 Francophone Commissioners, Videographer
         * President: Looking for Equity Commissioners, Work Your B.A. Coordinator
         * VP Academic:
9. Question Period
   * + - * Arts Senator Anderson: Will currently open positions be posted in the AUS Council Group
         * President: Positions already announced for this week. All positions advertised via Listserv and will be open until next week.
         * VP Communications: Asked Speaker to alternate between genders during debate to avoid always picking the same speakers. Place placards up if wish to speak. Speaker has no problem abiding by this request.
         * VP Internal: Does not know how everyone in the room identifies. Be aware and respectful.
10. Unfinished Business
    1. Motion Regarding the Appointment of VP Internal
       * + - VP Internal Rebecca Scarra appointed when previous Internal resigned. Should y-Election be called now (was unable to call one in the previous school year as it was close to exam season). Council last year decided to leave to this year’s council’s discretion to decide on the necessity of a by-election. Council can decide to continue with appointment or call a by-election. Transition of an AUS Executive usually takes around six weeks. No concerns with job performance of the VP Internal Council will hold straw poll to determine contents of this motion.
           - Nomination period Sept. 19th 9 AM to Oct. 4th 5 PM. Campaign Period Sept. 28th 9 AM to Oct. 4th 5 PM. Polling Period Oct. 2nd 9 AM to Oct. 4th 5 PM.
           - Cost of By-Election is roughly $285.
           - Arts Representative Bulger: Appointment of VP internal should continue as a By-Election will occur during a busy time of the year and removing the current VP will bring down the number of Execs further.
           - Straw-Poll Vote: Unanimously confirmed appointment of AP Internal with effectiveness of April 30th 2017. Motion passed.
           - Senator Anderson: motion should be amended by taking off name of Catherine Jeffries, the VP External who stepped down. Multiple friendly seconders.
11. New Business
    1. Motion to Approve the Standing Rules of Council
       * + - AUS Legislative Council operates on a modified version of Robert’s Rules; Council must re-approve these modifications annually. All modifications are defined in the Rules of Council. AUS Legislative Council must renew standing rules of order as attached in the Appendix for the 2017-2018 year.
           - Moved by President and DESA VP External
    2. Motion to Amend the HR Policy
       * + - HR Policy passed last April. Specifying email addresses directly in by-laws makes it difficult when systems change to keep information up-to-date. A handbook would be more accessible to present info to staff and volunteers. AUS Exec wishes to switch to a digital based timesheet system. AUS HR Policy be amended as reflected in the Appendix.
           - Moved by President and VP Academic.
           - Amendment is passed as reflected in the appendix. All in favour, none opposed. No questions or discussion on the motion.
    3. Motion for the Creation of an Ad Hoc Charitable Affairs Committee
       * + - AUS Legislative Council to create Ad-Hoc Charitable Affairs Committee to fundraise with composition of AUS President (Chair), 2 AUS Councillors, 3 Members-at-large, Additional members at discretion of the Chair.
           - Moved by VP Internal, WIMESSA VP External, President, VP Communications
           - Charities/Causes included such as Hurricane Irma
           - Senator Anderson: will it be up to committee which charity is chosen
           - President: charities presented to council so that entire council decides together;
           - CSA: AUS shouldn’t be involved in deciding which charities should receive support. Hard to vet for quality. May complicate university environment.
           - VP Communications: committee will run the list of charities through AUS. Also on-campus charities that AUS can support. AUS to act as a check and balance to see if council is happy with allocation of funding.
           - Senator Nwabufo: Will there be third-part member to make sure charity selection i equitable
           - VP Communications: need to talk to Equity Commissioner about it. Motion to amend agenda to include Equity Commissioner on the committee.
           - President: Motion to add Equity Commissioner to the Ad Hoc Committee. Not friendly, sot that council can debate and vote on it.
           - No speakers.
           - Vote. Adding a 5th bullet point of an Equity Commissioner. Question has been called. No abstentions, CSA opposed. Motion is passed.
    4. Motion Regarding the Frosh Surplus
       * + - VP Finance: by-Laws direct he funds to event planning. Difficult for FEARC to spend large sums of money; such a large surplus has never done previously to FEARC; could be used to provide events for the entire Faculty of Arts. Thus an allocation to EPiC would benefit the entire Faculty of Arts. Amendment to allocate funds to EPiC.
           - Motion to put they money into EPiC budget to hold more events for 25th Anniversary.
           - Vote: all in favor. None opposed. Motion is passed.
    5. Motion to Amend the Record of Feb. 5th
       * + - ESA departmental report on February 5th 2017 contained incorrect information regarding Editorial Board for MJE (McGill Journal of Economics). Statement “The Chief Editor is not Farad Udwadia anymore” is not true. Report appears on the internet when searching name “Farad Udwadia” and jeopardizes his graduate studies upon graduation and future career.
           - AUS Legislative Council to correct record from February 5th 2017 by striking statement regarding MJE from ESA report.
           - Vote: all in favor. No Opposition. Motion is passed.
    6. Motion Regarding the Election of New VP External
       * + - President: statement of resignation found in Facebook group. Council to determine replacement procedures. Currently portfolio is divided amongst other Executives. Options include 1) Appoint meant of those eligible (current council members) or 2) temporary appointment (effective until end of By-Election process on Oct. 4th). Council to determine a start and end of effective term
           - VP Communications: does the interim have the opportunity to run for the position as well? A: yes, all Arts students have the opportunity.
           - VP: Academic: reminder that transition period for an exec is pretty lengthy. Appoint interim to facilitate transition.
           - LAPSA: responsibilities currently divided.
           - President: temporary or permanent appointments should be made. Can also table this discussion for later. Tabling seconded by ESA and Senator Nwabufo.
           - Motion will be debated but a By-Election will be called. Tabled to end of meeting. 9 Opposed, rest approve. Tabled to end of meeting.
           - Motion taken off the table at 8:12 PM. Time commitment is apron. 15 hours per week. Cannot be held simultaneously with a departmental position. Must resign departmental post. No speakers or amendments. Vote: all in favour. None opposed. Motion passes.
    7. Motion Regarding the 25th Anniversary of the AUS
       * + - A celebration that may take place over a week. Ideas include a concert celebration (taking place at the end of the week’s events). Need approval for costs. $10k cost. Very little financial assets taken from AUS budget. Financially feasible as of current standing. Will look into sponsorships; frosh surplus already gone to EPiC. Frosh Surplus is $7-10k. Event will occur in the winter semester. Straw-Poll is not binding.
           - DESA: consider doing something more concrete rather than ephemeral. Something lasting such as new memorable infrastructure.
           - Senator Anderson: motion to approve amount of money or approving the event to take place. Straw-Poll Option.
           - VP Finance: Straw-poll is non-binding. Want to look into planning sooner rather than later. Straw-Poll would allow for further planning and $10k injection.
           - President: does 10k injection present deficit for the year?
           - VP Finance: budget will not come out until end f September. Current projection does not include deficit.
           - Vote: all in favor. None opposed. VP Finance to begin looking into planning details.
12. Executive Officer Reports
    1. President
       * + - Equity Commissioner resigned; looking for someone to fill role. AUS Exec equity and consent training soon, date TBD.
           - Met with Dean and Associate Deans with AUS Execs.Construction will continue through end of October in basement of Leacock and outdoors.
           - Tabled at Discover McGill, helped with frosh, did check-ins with VP Finance and VP Social for frosh budget. Tabled at activities night.
           - Presidents’ Roundtable on past Monday. Prepping for departmental orientation next week.
           - Ensured HR processes are smooth. Piloting digital timesheets. SNAX moving to payroll system, facing challenges in splitting payroll tax properly. In midsts of creating HR Handbook.
           - Planning AUS retreat for the exec.
    2. Academic
       * + - Updated Guide to New Students on OASIS website. Spoke at Faculty of Arts Orientation and funded OASIS ASAP Chatline.
           - Worked on the Know Your Rights Campaign; contact SSMU for further questions. Contact VP Academic should anyone feel their rights are being violated.
           - Peer Tutoring application deadline on September 18th at 5 PM emailed to VP Academic. Individual tutor contract/integrity agreements sent out as soon as funding decisions made.
           - Essay Centre in Champagne Room 10:30-11:30 AM or by appointment starting September 25th.
           - ProfTalks looking for second Coordinator. Plan series of discussions/presentations by professors with expertise in featured fields. Wine and cheese setting. Deadline September 18th.
    3. Communications
       * + - Handbooks arrived late due to printing company finishing late. A first year hand out to be done once FEARC has been appointed.
           - To recruit 2 more francophone commissioners (in addition to the two already in position). First conversation circle is September 20th at 5:45 PM in the Arts Lounge. Logistics being worked out for an opening poutine event. Other projects include open mic nights, outdoor treks around Montreal. Advertise with faculties
           - Fine arts commissioners resigned over summer. New ones recruited. First project calling for art pieces for the Listservs.
           - Recruiting for 1 of 2 technology coordinators, a webmaster, and a videographer. Applications are live.
           - Email sent to SSMU University Affairs to advertise services for Know Your Rights. McGill talks will continue once videographer hired. Preparing presentation fro McGill Department Orientation.
           - Abandoned collaboration with UBC and UFT. AUS shall do them by itself. President put forth a suggestion for a speaker series. Maybe Prime Minister.
    4. External
       * + - Report not presented as VP External resigned. Report attached to Meeting Agenda.
    5. Finance
       * + - Frosh constituted most of work in August. Kept budget on track. Following Frosh deposited cash revenues in the bank.
           - met with Snax Manager and Assistant Manager to discuss potential improvements. Bi-weekly meeting with Snax for remainder of the year.
           - Met with SUS VP Finance. Organize another meeting to discuss joint SUS and AUS affairs.
           - completed Financial Guidebook to be sent out by VP Internal. In contact with some departmental VP Finances to answer questions.
    6. Internal
       * + - Office hours Mon. Wed. Fri. from 11:30 AM - 1:30 PM
           - Need department’s executive team contact ASAP to send emails to. Nee: Names of Execs, Positions, and McGill emails.
           - Department orientation on Thursday September 21st at 6 PM. Already sent out email with schedule (let VP know if you have not).
           - Apologize for scheduling Department Orientation during Rosh Hashanah. Was unaware of holiday and booked in advance. Unable to reschedule.
           - Departmental guidebooks in welcome emails with details pertaining to room bookings and liquor permits. Request events that require liquor permits at least 7 weeks in advance. Pre-booked wine and cheeses on Tuesdays.
           - Add yourselves to the Council FB group.
           - AUSec: currently interviewing for positions. Might extend the application deadline. Hopefully hired committee by next council: Sept 27th.
           - FEARC: applications out until Sept. 14th. Hopefully have whole committee on September 27th.
    7. Social
       * + - Attended weekly IOC meetings with CL&E, SSMU, and other frosh holding faculties. signed Memorandum of Understanding. Liaised with police for Beach Day and Montreal Crawl. Resolved emergency Beach Day loading crisis. Debated presence of Beach Club bouncers.
           - Handed out dietary restriction bracelets. Met with Office of Theresa Standing about registration. Trained leading facilitators.
           - Planned Arts Frosh (budget, contract, etc.). Gathered all required materials fro Frosh registration. Purchased new clamp to replace old one.
           - Coordinated Frosh Week
           - Bar Des Arts faced delay due to construction. Fire capacity for the room lowered to 60 people and just over double the amount of staff. BdA will remain closed until construction finishes in October.
           - Challenge facing EPIC is visibility. Many Arts students don’t now about it and events remain small. More effort this year put into marketing.
13. Reports of the Arts Reps and Senators
    1. Arts Rep Report
       * + - Have meeting with VP Finance to discuss possibility of Arts Rep work-study qualification. Looking into writing related motion for the September SSMU council.
           - Work with VP Internal on the FEARC timeline, help with interviews.
           - Sit-down with VP Academic to plan AUS-ARC. Look to involve VP Finance and will write motion for AUS and SSMU Council “in support of accessible Academic Resources”.
           - Writing material for Program Fair. Get back to VP Internal before September Retreat.
           - Hope to create a Meet Your Reps Pamphlet for the Newsletter/AUS Email.
    2. Senator Report
       * + - First Senate Meeting held on Tuesday September 19th 2017. Senator Orientation happened this morning.
           - First Senate Caucus held on Monday September 11 2017. Bursary set up at Scholarship & Student Aid for students from Child Welfare systems. Project fund submitted for full-time position for someone who would lay groundwork for this project.
           - Know Your Rights campaign on Facebook. Ends with 3rd Annual Academic Summit on September 30th from 11 AM to 3 PM
           - Next Caucus Monday September 18th. Joined by Suzanne fortier and Olivier Dyens to discuss “Provost’s Strategic Academic Plan”.
           - Isabella: Committee on Student Services (CSS) orientation held on September 19th. first meeting will be on September 27th.
           - Michael: Committee on Enrolment and Student Affairs (CESA) met Tuesday September 12th. McGill Athletics and Recreation Advisory Board (MARAB)
14. Reports of Department Associations
    1. AHCSSA September 13th Report
       * + - Did not present (not required).
           - Planning for new position on team that will represent The Fridge Door Gallery (McGill’s student run art gallery)
           - Open positions include VP Finance, Secretary, and Communications Representative.
15. Next Meeting Time and Date
    * + - * September 27th 2017 at 6 PM
16. Adjournment
    * + - * Adjournment at 8:15 PM

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| --- | --- | --- | --- |
| **Title** | **Name** | **Present** | **Late/Leave Early** |
| **AUS President** | Eric Partridge | Yes |  |
| **AUS VP Communications** | Maria Thomas | Yes |  |
| **AUS VP Internal** | Rebecca Scarra | Yes |  |
| **AUS VP Social** | Nathan Greene | Yes |  |
| **AUS VP Academic** | Madeline Wilson | Yes |  |
| **AUS VP Finance** | Noah Lew | Yes |  |
| **AUS VP External** |  | Resigned |  |
| **Arts Representative to SSMU** | Corinne Bulger | Yes |  |
| **Arts Representative to SSMU** | Jennifer Chen | Yes |  |
| **Arts Representative to SSMU** | Kevin Zhou | Yes |  |
| **Arts Senator** | Isabella Anderson | Yes |  |
| **Arts Senator** | Michael Nwabufo | Yes |  |
| **FEARC** |  | No |  |
| **AUS Environmental Council** |  | No |  |
| **AUS Equity Committee** |  | Yes |  |
| **ACE** |  | Yes |  |
| **AGELF** |  | Yes |  |
| **AHCSSA** | Stefana Arvinte | Yes |  |
| **ASSA** |  | No |  |
| **BASiC** |  | Yes |  |
| **CLASHA** |  | Yes |  |
| **CSA** |  | Yes |  |
| **CSAUS** |  | Yes |  |
| **CSUS** |  | Yes |  |
| **DESA** | Thomas MacDonald | Yes |  |
| **EASSA** |  | Yes |  |
| **EPIC** |  | No |  |
| **ESA** | Buland Junejo | Yes |  |
| **GSA** |  | Yes |  |
| **HSA** |  | Yes |  |
| **IDSSA** |  | Yes |  |
| **JSSA** |  | Yes |  |
| **LAPSA** |  | Yes |  |
| **MESS** |  | Yes |  |
| **MIRA** |  | Yes |  |
| **MPSA** |  | Yes |  |
| **MUGS** |  | Yes | Left Early |
| **NASSA** |  | Yes |  |
| **PSA** |  | Yes |  |
| **PSSA** |  | Yes |  |
| **RSUS** |  | Yes |  |
| **RUSS** |  | Yes |  |
| **SLUM** |  | Yes |  |
| **SSA** |  | Yes |  |
| **SUMS** |  | Yes |  |
| **WIMESSA** | Andrew Sandock | Yes |  |
| **WSSA** |  | No |  |
| **Speaker of Council** | Jason Barron | Yes |  |
| **Recording Secretary** | Rosalie Peng | Yes |  |