



VUSAC Meeting

Friday, September 27th, 2013 at 5:12PM in the Goldring Student Center
MINUTES

In Attendance

VUSAC

| | |
|-------------------------|----------------------|
| CHAIR | Gabriel Zoltan-Johan |
| PRESIDENT | Jelena Savic |
| VP EXTERNAL | Zack Meadow |
| VP INTERNAL | Kathleen Walsh |
| SECRETARY | Enxhi Kondi |
| FINANCE CHAIR | Eli Bourassa |
| CAMPUS LIFE COORDINATOR | Samantha Hartlen |
| COMMUNICATIONS | Jade Huguenin |
| EDUCATION & EQUITY | Sienna DiGiuseppe |
| COMMUTER | Christine De La Cruz |
| ARTS & CULTURE | Leah Moncada |
| SUSTAINABILITY | Kristina Dokoska |

LEVIES

| | |
|---------------------|------------------|
| THE CAT'S EYE | Katrina Vogan |
| VCDS | Lucas Fejes |
| ENVIRO FASHION SHOW | Blaire Townshend |
| | Lauren Dineley |
| | Sarah Berger |

GUESTS

| | |
|-------------------|--------------|
| ORIENTATION CHAIR | Komal Nadeem |
|-------------------|--------------|

Official Regrets

| | |
|---------------------------|-----------------|
| CHAIR OF STUDENT PROJECTS | |
| FUND | Angela Sun |
| UTSU BOARD OF DIRECTORS | Lynn Scherloski |

- *Meeting called to order at 5:12pm.*
- Zack moves to approve minutes of last meeting, seconded by Jade, motion passes unanimously.
- Kathleen addition to agenda; add 2 min to S&G Report for Halloween club night, Jade seconds.
- Eli addition to agenda; add one minute for finance, Kathleen seconds.
- Christine addition to agenda; add one minute for Commuter Report, Sienna seconds.
- *Zack moves to approve agenda as it stands, with additions. Sienna seconds.*
Unanimously approved.



EX-EFFICIO REPORTS – Samantha Hartlen [7 min]

- *General Update*

- A few things are coming up. For those of you that don't know, October is Mental-Health Awareness month. U of T is doing a variety of related events, and Vic is participating/helping in some of these.
- Oct. 8: Happy Movie – integrates science of happiness, and nature v.s. nurture coming together; some discussion, as well as a dinner.
- Oct 30: Laughing Like Crazy – about a group of people coping with mental disorders write comedy as a form of relief.
- Wellness Wednesdays every Wednesday (plus one Friday) free yoga through Move-U in music room at 11am!

- *CCR Update*

- Best way to do it for clubs and levies is once clubs commissioner is elected, instead of people having to come to Samantha, she will be giving updates on CCR at the VUSAC meetings and the clubs commissioner can pass the message on to the levies and clubs.
- Lauren: What is CCR?
- Sam: Essentially a record U of T is holding for keeping track of people's activities. It is currently in its opening stages. [see meeting minutes from Sept. 13 for further details]
- Jade: Last week *The Varsity* wanted to have a quote about the CCR so I referred them to last meeting's minutes, just so everyone knows.

GUEST REPORTS – Komal [1 min]

- *Orientation Update*

- Orientation went really well, over 700 students coming to various events. Execs and leaders worked very hard.
- Oct. 10: Disorientation – hopefully a pub night in cats eyes, where people can come together as a sort of post orientation gathering. Details still being figured out.
- All of our events were a success. The E&E Commission had a TEDtalks event which went well. We had a new boat for the boat cruise and people really loved it. We brought in instructors for Zumba and for yoga.

JUDICIARY REPORTS

President – Jelena [13 min]

- *Clubs update*

- Recognition is due today, as are club budget requests. Recognition is a form to let us know who heads are, what purpose of club is, how they're planning to recruit members, etc., and it expires next year. If it didn't expire we'd have endless list of clubs without knowing who to hold accountable and whether they still exist. The clubs recognition forms are available online, plus all club heads were emailed them. Also everyone was supposed to bring in a space allocation form so we know what kind of



spaces people need. A lot of clubs submitted their reports and I'm still looking through them. There won't be any space changes this semester, it'll come into effect next semester.

- *Keys & Space Access*

- Next thing is keys and access to the VUSAC office. I'm looking at what purposes our meeting room serves and what other offices serve. Problem is every clubs head, every levy head needs keys to VUSAC, and so what's the point of having the VUSAC office door closed since so many people will already have access to it? Solution – the key could be available at Marg-Ad and people can book it. That way not everyone has a key and we can keep track of it.
- Kathleen: Just to clarify, people would still be booking the meeting room through me, then they'd get to go get their key.
- Jelena: Same thing for the clubs storage room. We don't want everyone having a key for that room. We can't just have that space open without keeping track. So this key will be available at Marg-Ad as well, and even at the VUSAC office, for sign-out.
- Jade: The idea that the last person to have office hours will put the overflow money from the money box under the president's door. Is that still going to be practiced?
- Jelena: Yes.
- Komal: What's the deadline for clubs recognition?
- Jelena: 11:59pm tonight. Roughly today. The reason we have clubs recognition right now is so we know how many clubs we have. The reason we have budgets is so we know what everyone wants. Technically you can hand in the forms any time, but once we go through the first round of money allocations, there'll be less flexibility for clubs that come up later. But you *can* submit this stuff at any point throughout the year.

- *Goldring Update*

- Jelena met with Ray, Samantha, Tom, Scott, a rep. from Physplant, to talk about how Goldring operates. Construction is done, but there's a 1 year period where we are looking at deficiencies. So if we see anything that was supposed to be completed but wasn't (there's a list/form of how things are supposed to be in the building, outside Ray's office so you can use this form to compare what it was *supposed* to be and what it actually is), let Jelena know.
- We're also looking at how spaces are being used. You can assign spaces, and you sit there for a year and see that people aren't using it, it doesn't make sense to keep that space for that purpose. So we're still looking at that. If you want to use any room, we need a record for how rooms are being used and for what purpose. Ex. if copper room is used for many meetings but there's no projector, we can get one. Then a year from now we'll look at the actual structure of the building. Like should this wall be here? So for now it's other types of deficiencies, then the physical stuff will be dealt with a year from now. But talk to Jelena as soon as you see any kind of issue with your place. Jelena will write a very detailed report for the next President explaining any of these deficiencies that get mentioned to her. Right now it's looking at what spaces used for what, then next year physical structure.
- Kathleen: What's that a year from?
- Jelena: September/October next year. So it wouldn't apply to this summer.



- Kathleen: Can u double check the exact date?
- Jelena: Well the meeting [for discussing the changes needing to be made next year] hasn't been set yet, but I'll update on that when I can. Basically, thought, it'll be first semester next year.

VPE – Zack [10 min]

- *Crescam Awards Banquet*

- There's been discussion in past years about why VPE organizes Crescam dinner, so what I want to do this year is to appoint someone to be Chair for the actual organization of the dinner. The decision for who wins the awards is still chaired by the VPE, but it's really decided by the Dean's Office. The point is I want to get someone to be the actual chair person. I've put out the application. This is someone who is responsible for the event itself, not for the decision of awards.

Motion 9: Zack moves to let it be resolved that the Vice-President External is empowered to appoint a Crescam Award Ceremony Chair to assist in the organization of the Crescam Award Ceremony. Jelena seconds.

- Kathleen: I think it's great you're getting the approval of the council but I think when constitutional amendment time comes this would be a good thing to discuss.
- Zack: Yea, I wrote where it would go in constitution.
- Kathleen: Yea, so we'll handle changing the constitution for that later.
- Jade: Can the person organizing the banquet be eligible to receive the award?
- Zack: No, just like VPE can't.
- Jelena: Just for future reference, constitutional amendments have to be posted outside the VUSAC office for a week prior to the meeting at which they will be discussed, then they have to remain posted for a certain period of time afterwards if they are passed.
- Gabe: This is not an amendment to the constitution, it's just Zack asking if he has VUSAC permission to appoint a Chair for planning the banquet.

Motion passes unanimously.

- *General Update*

- Zack: I would like to use this time to discuss matters pertaining to the Student Society Summit.

Motion 10: Zack moves to make the following discussion minutes *in camera*. Jelena seconds.

Meeting goes in camera at 5:40pm.

In attendance at *in camera* meeting: Jelena, Zack, Kathleen, Gabe, Enxhi, Christine, Kristina, Leah, Sienna, and Jade.

Meeting is resumed as normal at 6:00pm.

FINANCE REPORT – Eli [3 min]

- *Burwash Centennial*

- People who were running money box, did anyone add money to that box? No? Ok, we somehow have more money than we should, so somehow extra money got in there. This is good for Burwash. ☺



- *Budget*

- We got the numbers for how much money we're receiving this year [#], from 3,415 students. They didn't give me the breakdown yet of how many were part-time vs. fulltime students, so I can only give estimates right now for how much money the levies get.
- For the levies here right now [at this meeting], The Strand = \$19,600, the Cat's Eye = \$13,000, VCDS = \$19,600. These are values for the year, but it'll come in 3 installments.
- Lucas: The Cat's Eye just got a check from last year.
- Eli: Yea that's from summer. Also, VUSAC, we're left with \$66,000. This year we have maybe \$10,000 surplus from last year, because it's been odd with how people are cashing their checks at different times in the year.

COMMISION REPORTS

Communications – Jade [15 min]

- *Master Calendar*

- A lot of people are talking about it which is awesome. I'm really happy with how its working and encourage everyone to continue using it in pencil!

- *Listserv*

- The listserv is operational and the first one was sent out this morning. If you didn't receive it today, you need to subscribe. My goals are to figure out how to automate it rather than manually subscribing people to it. Official first one will be going out on Sunday. The VUSAC website and everything is working and operating ok. For anyone getting me to put stuff on the website or the listserv, let me know.

- *Media Policy*

- [see attached **Media Relations Policy 2013-2014 – Draft 1**]
- Gabe: Clarification; even though it's her constitutional mandate to write up the Media Policy, if we vote against it, she would have to redo this and we'd use the past year's one in the meantime.

Motion 11: Jade moves to approve Media Relations Policy 2013-2014 – Draft 1. Zack seconds.

- Jelena: So, I have an issue with sections B and C talking about public relations. Obviously if someone wants to ask what VOCA's doing and talks to the commuter commissioner, they don't need to ask "can I talk about what VOCA's doing?" Also, I'm not comfortable with people talking about public relations as a representative of VUSAC. If you want to talk about public relations individually, that's fine, but not as a VUSAC member. Ex. The current controversy with Professor Gilmour, there's nothing to stop you from saying "hi my name is __ and I feel this way", but don't say "as a VUSAC member, I feel this way". So for public relations things, I'd rather those comments were deferred to the president because the president is involved in all different levels of clubs and councils, so they have more information about things than others on VUSAC. So I'd rather people talked to me first, then we'd figure out how



to deal, because the person who speaks on behalf of VUSAC in public relations should be the president.

- Jade: The reason I put public relations and programming separately is because we can't stop someone from talking, but if someone did approach media, then this at least sets out for a way for us to acknowledge the choice they made. So if they're acting out of accordance with the constitution then there needs to be repercussions.
- Jelena: My change is to omit sections B and C.
- Sienna: You're suggesting the first direction is to talk to president, should we move the other parts up so it's clear that the president should be approached first?
- Jelena: I think B is obviously important, the one I actually have a problem with is C. I would argue not stop from commenting, but stop commenting on behalf of VUSAC. *I* [as president] am liable to how VUSAC is represented, so I'm uncomfortable with you guys saying anything on behalf of VUSAC because it comes back to *me* from the board.
- Sarah: I think there needs to be a distinction between commenting *as a* VUSAC member and when you comment *for* the rest of VUSAC. Like you can say "this is my opinion as an informed member of VUSAC who has certain knowledge", but obviously not saying the rest of VUSAC has the same opinion. Basically just to distinguish this person from regular students.
- Katie: I am an editorial member of The Varsity. You can file a complaint if you feel they took your words out of context. We're supposed to always be recording all of your comments so we can check.
- Kathleen: Is it policy for The Varsity to ask the students they're interviewing if they could be quoted on this.
- Katie: Generally if we contact you, it would be a phone interview. It's kind of implicitly understood that, likely, you would be called for a quote.
- Kathleen: What about for in person interviews?
- Katie: You should seek clarification for those. Because as a reporter, when I tell you I'm with the Varsity, I assume you know that I am going to be quoting you. But if you say "off the record", they shouldn't be quoting that part. (For further questions, email editor@thevarsity.ca.)
- Zack: When they call you, they don't clarify if you're on the record. You're on the record, unless you say off record. It's inappropriate to say "I'm Zack from VUSAC and this is my opinion".
- Sienna: But sometimes even if we don't say "I'm part of VUSAC", they'll just write "Zack Medow, a member of VUSAC, says..."
- Lauren: Still, I think Jade accounts for your responsibility for what you say. If the media changes your role as speaking for VUSAC, that's the media's fault, not yours.

Revision to C): in accordance with the VUSAC Constitution, the VUSAC President is authorized to speak on behalf of the council. Every other member has the right to speak as informed representative of VUSAC. This includes backup of the constitution which does recognize the president as representative of students of Victoria College. And recognizes that VUSAC members are allowed to speak to media, but not as representing VUSAC.

- Jelena – It's just, as soon as you mention your VUSAC position, you implicate the entire organization.



- Sienna: Yea I think you can't really divide the two. So it's important we have this in mind; even if you speak as individual you are still going to be tied to your role in VUSAC.
- Jelena: That's why I don't want u guys to speak for matters of public relations and policies.
- Sienna: So you're suggesting we can't speak to policy issues even as an individual? Because people will always know your position and put that in the article.
- Kathleen: I don't know how this would work in terms of what media would do about this, but what I'm proposing is that when we're speaking to them, we could say something to the effect that "in this interview, I'm not part of VUSAC". Because although we are more informed than the average student, our view should still be counted as equally weighted as any other member of Victoria College.
- Zack: I think technically you're correct, but that's just not going to work with media. So we either need to put in the media policy that only the president talks about that stuff, or we just don't put that in. But I think we have to do it. It betrays personal principles of how I think organizations should work, but I know it'll be better to do that, given stuff that has come up in the past.
- Samantha: Is there a way to keep what you already have [on the currently proposed media policy] but add something about being explicit that you're not speaking on behalf of VUSAC. I get that you're tied to your job, but I think saying "on behalf of VUSAC" makes a big difference, so it should be that just Jelena can say "on behalf of VUSAC".
- Zack: Haven't we been discussing that even though we don't say our position they're still going to use our position. I've had multiple exchanges with the media and almost every time this is how it's worked. I think we should just let Jelena speak for our public relations.

Jade drops motion.

Motion 12.A: Jade moves to approve the Media Relations Policy – Draft 2 with the amendments on Draft 1 [see attached **Media Relations Policy – Draft 2**].

- Jelena: I recommend we take C and combine it with B, and with E.
- Kathleen: The way you have it phrased currently off of what Zack said, doesn't really clarify the point that you could technically say "not on behalf of VUSAC, but I think this". I don't know because I don't tend to normally speak to media, but I'm wondering, are we being silenced on issues of policy? I'm conflicted because I totally agree that VUSAC should be represented by one sole voice, but I don't know if I feel comfortable that my personal voice should be silenced just because I'm in a role of more responsibility than the average student.
- Jade: I want to pass *something* tonight because I want something ready for when MALs come in.
- Zack: If the reason that we want to finish it tonight is so we have something for the MALs, we can just say guys just don't speak to the media for the meantime until we finish our guidelines.
- Kathleen: I don't see the MALs as being a threat, but I also don't see why we shouldn't just get it done tonight.
- Zack: Well I think we're still in contention for how to make this work. [Jelena leaves 6:41pm] I'm pretty sure Jelena's going to get the old media policy.



- Jade: Yea I would say in the interest of time and not to dwell on this, with people's comments, I will drop the motion, rewrite it, then include section on rights of all members of Vic College student body to speak to media, by virtue including us. So I will bring this up at the retreat, unratified, then have it approved by council at the following meeting.
- Zack: Can we informally agree to refer to Jelena in the interim for everything. [Jelena returns 6:43pm] Jade is going to drop her motion and do rewrite, but in the meantime:

Motion 12.B: Zack moves to have straw poll. Jade seconds. Unanimously in favor of holding a straw poll.

Agree to temporarily defer to Jelena when it comes to speaking to media about public relations. Katie abstains. Sarah opposes. Zack, Jelena, Sienna, Jade, Leah, Lucas, Lauren, Komal, Gabe, Eli, Blaire in favor. Vote passes.

Commuter – Christine [2 min]

- Locker Raffle Update

- All lockers raffled off, people will have until next Friday to claim their lockers. If they don't come in by then, that locker will go to someone else.

Kathleen leaves 6:47pm.

Sustainability – Kristina [2 min]

- Environment Week Update

- Last week was environment week, very successful, many people came out. Monday night event was collaboration with 3 other clubs, which was good. Our committee is finally rounded out so we can finally start officially doing stuff. Next event is in two weeks – workshop with UTSU, haven't decided where yet, but keep an eye out.

Kathleen returns 6:49pm.

Scarlet & Gold – Kathleen [2 min]

- Halloween Club Night

- Halloween club night, we're going to be partnering with UC, New, and Innis, should be on Halloween Day itself (Oct. 31). Currently tickets would sit at \$10 and we'd have to put in around \$375 as VUSAC. I budgeted much more than that, so we're good.
- Sam: Make sure you get it approved before you start advertising.
- Kathleen: Yea, I haven't signed anything or officially done anything, have just started figuring things out.

All items done for the day.

Motion 13: Jelena moves to adjourn meeting, Zack seconds. Motion passes unanimously. Meeting is adjourned.



MOTION SUMMARY

Motion 9: Zack moves to let it be resolved that the Vice-President External is empowered to appoint a Crescam Award Ceremony Chair to assist in the organization of the Crescam Award Ceremony. Jelena seconds. Motion passes unanimously.

Motion 10: Zack moves to make the following discussion minutes in camera. Jelena seconds. Meeting goes *in camera* at 5:40pm. In attendance at *in camera* meeting: Jelena, Zack, Kathleen, Gabe, Enxhi, Christine, Kristina, Leah, Sienna, and Jade. Meeting is resumed as normal at 6:00pm.

Motion 11: Jade moves to approve Media Relations Policy 2013-2014 – Draft 1. Zack seconds. *Discussion ensues.* Revision to C): in accordance with the VUSAC Constitution, the VUSAC President is authorized to speak on behalf of the council. Every other member has the right to speak as informed representative of VUSAC. This includes backup of the constitution which does recognize the president as representative of students of Victoria College. And recognizes that VUSAC members are allowed to speak to media, but not as representing VUSAC. *Discussion ensues.* Jade drops motion.

Motion 12. A: Jade moves to approve the Media Relations Policy – Draft 2 with the amendments on Draft 1 [see attached **Media Relations Policy – Draft 2**].
B: Zack moves to have straw poll. Jade seconds. Unanimously in favor of holding a straw poll. Agree to temporarily defer to Jelena when it comes to speaking to media about public relations. Katie abstains. Sarah opposes. Zack, Jelena, Sienna, Jade, Christine, Leah, Lucas, Lauren, Komal, Gabe, Eli, Blaire in favor. Vote passes.

Motion 13: Jelena moves to adjourn meeting, Zack seconds. Motion passes unanimously. Meeting is adjourned.



WRITTEN BY JADE HUGUENIN; COMMUNICATIONS COMMISSIONER

Media Relations Policy, 2013-14 – DRAFT 1

Introduction:

The purpose of the Media Relations Policy is to provide a guide for VUSAC members when communicating with the media. This document is meant to provide VUSAC members with a set of good practices to ensure that the Council promotes positive stories and reflects an inclusive environment in the Victoria College community.

Definitions:

- VUSAC- The “Victoria University Students’ Administrative Council” (VUSAC) is the student government of Victoria College.
- Media- Refers to any communications outlet intending to publish information about or relevant to VUSAC and the Victoria College community.
- Programs- Also referred to as *programming*. The programming of VUSAC concentrates on events, meetings, and initiatives that promote student life in the Victoria College community. These programs may be hosted by VUSAC or an individual VUSAC Commission. Often times, VUSAC promotes programming offered by VUSAC affiliated clubs and levies.
- Public- Often times, VUSAC members are approached by *Media* for
- Relations interviews. These instances are deemed *public relations* and consider the conduct by which VUSAC members are asked to discuss topics outside *VUSAC programming*.

Preamble:

The Victoria University Students’ Administrative Council (VUSAC) strives to promote a transparent, positive image in the Victoria College community. To ensure that transparency and inclusiveness are upheld by the Council, this document will act as the guiding principle when interacting with media outlets.

This document is designed in accordance with Section 6(a) of the most recent VUSAC Constitution (<http://www.vusac.ca/wp-content/uploads/2011/05/VUSAC-Constitution.pdf>). While this document promotes a set of guiding principles, the VUSAC Constitution is the legislating authority over all VUSAC members. If a VUSAC member acts out of accordance with their responsibilities under the VUSAC constitution, the VUSAC member is subject to review and the VUSAC



Council holds the authority to enforce appropriate actions, which can include but are not limited to impeachment.

Guidelines:

- a) If a *VUSAC* member is approached by *Media* to discuss *programming*, that member is encouraged to participate in the interview. It is at the discretion of the interviewed *VUSAC* member to notify other *VUSAC* members via email or through our Facebook group (<https://www.facebook.com/groups/355069167926309/>)
- b) If a *VUSAC* member is approached by *Media* to discuss *public relations*, that member should first consider the following questions:
 - a. Would my comments promote Victoria College as an inclusive community?
 - b. Would my comments promote me as an approachable leader at Victoria College?
 - c. Could my comments conflict with comments of another member of *VUSAC* if not consulted?
 - d. Do I want to speak to this topic as a *VUSAC* member (representing the views of *VUSAC* and Victoria College as a whole) or as an individual?
 - e. Could my comments cause harm to and/or alienate an individual and/or group from the Victoria College community?
- c) In any case, a *VUSAC* member cannot be forcibly stopped from commenting in an interview. As an elected representative of Victoria College, each *VUSAC* member should consult section B (a-e) when approached by *Media* for *Public Relations*.
- d) Regardless of whether or not a *VUSAC* member comments to the *Media*, that *VUSAC* member is responsible for notifying the entire *VUSAC* Council as soon as possible (this timeframe should be within 24 hours of the *Media*'s interview solicitation) via email, through our Facebook group (<https://www.facebook.com/groups/355069167926309/>).
- e) If a *VUSAC* member is unsure about appropriate actions with *Media* in a *public relations* situation, the *VUSAC* member should defer communications to the *VUSAC* President. In this case, the *VUSAC* member should notify the *VUSAC* president directly via email, phone call, or text (this timeframe should be within 24 hours of the *Media*'s interview solicitation) and should also follow the direction of section D.



WRITTEN BY JADE HUGUENIN; COMMUNICATIONS COMMISSIONER

Media Relations Policy, 2013-14 – DRAFT 2

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 - c. Could my comments conflict with comments of another member of *VUSAC* if not consulted?
 - d. Do I want to speak to this topic as a *VUSAC* member (representing the views of *VUSAC* and Victoria College as a whole) or as an individual?
 - e. Could my comments cause harm to and/or alienate an individual and/or group from the Victoria College community?
 - c) **In any case, a *VUSAC* member cannot be forcibly stopped from commenting in an interview. As an elected representative of Victoria College, each *VUSAC* member should consult section B (a-e) when approached by *Media* for *Public Relations*. (omit section C)**
 - d) Regardless of whether or not a *VUSAC* member comments to the *Media*, that *VUSAC* member is responsible for notifying the entire *VUSAC* Council as soon as possible (this timeframe should be within 24 hours of the *Media*'s interview solicitation) via email, through our Facebook group (<https://www.facebook.com/groups/355069167926309/>).
 - e) If a *VUSAC* member is unsure about appropriate actions with *Media* in a *public relations* situation, the *VUSAC* member should defer communications to the *VUSAC* President. In this case, the *VUSAC* member should notify the *VUSAC* president directly via email, phone call, or text (this timeframe should be within 24 hours of the *Media*'s interview solicitation) and should also follow the direction of section D.
- (addition)** In accordance with the *VUSAC* constitution, the *VUSAC* President is solely authorized to speak on behalf of the *VUSAC* Council.
- f) *(include section on rights of individual members of the Victoria College to speak as individual, non-affiliated, students)*