**AGENDA – 10th UNBSU Council Meeting** 

UNB Student Union 2018/19

*March 17, 2019; 7:00 in SUB 103*

*Regrets: Grace Mangusso, Sam Crete, Brandan Archibald, Nadia Wysote, Srijain Shrestha, Eric Meng*

*Not Present: Jharana Luitel*

1. **Call to Order**
	1. **Roll Call**

*Chair Lutes performs roll call.*

 *Chair Lutes calls the meeting to order at 7:01 pm.*

1. **Approval of Agenda**

Table non-faculty councillor updates until next meeting.

Mover: Balcom

Seconder: Palmer

*Vote passes unanimously.*

Approval of agenda.

Mover: Lazarev

Seconder: Zundel

*Vote passes unanimously.*

1. **Chair’s Remarks**

*Council Chair, Lutes, made his remarks by saying “thank you, everyone, for showing up!”*

1. **Approval of Previous Minutes**

Mover: Lazarev

Seconder: Fernandez

*Vote passes unanimously.*

1. **Substantive Business**
	1. **Richard Du: Report of the CRO**

*President Richard Du, introduces Chief Returning Officer, Alex Roberts, to brief us on the results from the election and the election process. Roberts explains that there are currently three outstanding positions to be filled (Arts Representative, International Students Representative and Education Representative). Both referendum questions were voted yes.*

Du: “This has been one of the most successful elections since we have started conducting the elections on e-services, with one of the highest voter turnouts. I think this success is attributed to

the wonderful execution of this election by Alex and MacKenzie.”

Mover: Zundel

Seconder: Fazio

*Vote passes unanimously.*

* 1. **Ali Balcom: Student Opinion Survey Discussion**

*VP Internal, Ali Balcom, introduced Associate Vice President Academic Kathy Wilson and Project Coordinator, Jessa Canaveral. Wilson presented a PowerPoint explaining the Student Opinion Surveys. The PowerPoint gave information regarding the proposed student opinion surveys framework and next steps. Currently, student opinion surveys are the only formalized method to assess teaching. This summer they are hoping to integrate the new software into the UNB system,a pilot of the fully online system will hopefully begin in the fall.*

Jardine: “Are student opinion surveys available for online courses? If not, is there a reason why?”

K. Wilson: “It is available for online courses.”

Rankin: “Would the survey questions differ for instructors that are part-time or on a short-term

contract?”

K. Wilson: “In the customizable portion, that may be something a specific department or instructor can

take into account.”

Zundel: “On the point made about the surveys being released with course grades, I think filling out the

survey at that time and having seen the grades, it could influence a student to not necessarily think critically and fairly.”

K. Wilson: “That is a great point. Usually when an individual is required to fill out a survey the quality of

the response may not be that good, but the response rate is up, when individuals are not required to fill out a survey, response rates are low but the quality of responses are high; it is usually because an individual really liked or disliked a course.”

MacKenzie: “For the question about how clearly the professor presents the course clearly, would that be

speaking wise or content wise?”

K. Wilson: “It would be however the students interpret the question, they could also specify in the long

answer questions.”

Wilson: “Would classes that have a different professor for the tutorial and another for the class portion,

will there be an opportunity to fill out the survey for both and as well as teaching assistances?”

K. Wilson: “You may have a high response rate but the quality of responses is not as great. The question

is, if we tie it to something will, we still get good responses?”

Qureshi: “I believe a general email will probably not get many responses but instead the proposal of

having the same action as what they are now is probably the best option.”

Balcom: “For those courses that are not classified or exempt from student opinion surveys, I want to

ensure that they are still being evaluated and have student input. In Renaissance College, there is

no feedback process for the internship integrator, that being said all the marks for one semester is up to one instructor, however, student opinion surveys are not provided for that, I feel that this is a case where it is needed even more than a normal course. How are the criteria made up for what is eligible and ineligible for the student opinion surveys?”

K. Wilson: “We have criteria that are crafted that department use, which is standard. One of the things

that may change is the criteria because of the customizable portion.”

Palmer: “Can the faculties/departments use the feedback provided from the department customized

portion for outside parties?”

K. Wilson: “They can use the responses in the aspect that they can say they have been surveyed.

Instructors can choose to release the questions to their official bodies. The reason why they are not automatically going to their official file is that we want to support and encourage good teaching. Good teaching comes with risks and trying new things, which may not always work.”

Palmer: “Was there any further discussion on how approaches to teaching can be supported through the

questions?”

K. Wilson: “Yes definitely, I think that could be explained in the long answer section.”

McMillan: “With professors who have a contract for a very long period of time, how much of an impact

does the student opinion survey have?”

K. Wilson: “A very large impact because student opinion surveys are how contracted employees earn the

right of first refusal. Once they have the right of first refusal the Assessment Committee looks at student opinion survey feedback.”

Rankin: “Has it been explored to have the student opinion surveys releases with the exam schedule?”

K. Wilson: “Because exam schedules are released so early in the term, I do not think students are able to

give a robust response.”

Qureshi: “Some students may not check their exam schedule so that may be a concern.”

Cormier: “Also, exam dates may change.”

Balcom: “I think that we need to have a discussion about what this survey means to students. I also think

that it is a student’s right to refusal. If the response rates are low because of refusal that is an issue

linked to survey administration. What makes this survey important to students is that it makes a

difference. That being said, I do have an issue of the customizable questions being delivered to the instructors only. If the customizable questions remain confidential to the instructor that should be clearly stated in the survey. For classes with a small number of students in the class is can be very easy to target a student based on their answer.”

K. Wilson: “That will be very clear. If there are four or fewer students, the student opinion surveys are not

given out for just that reason.”

Balcom: “Is it the Union that prevents the qualitative responses being placed in the official file?”

K. Wilson: “Some of the written responses can be particularly damaging. I came across an idea to put a

reminder of the harassment and discrimination policies within universities to hopefully prevent those damaging responses.”

Meagher: “Have you taken that time to consult rate my professor? Some of the tags for great professors

are inspirational and well-respected and I do not feel those ideas are represented in the questions.”

K. Wilson: “I think I would be concerned about validity and accuracy but that is a really great point. What

helps everyone hear about the surveys?”

Fazio: “I think something that very much encourages students to fill out a survey is knowing what is

happening with the results of the survey as well as giving out some sort of incentive like a gift card.”

K. Wilson: “Do you think providing an incentive influences the quality of responses?”

Rankin: “One thing that I have noticed, is that it may not necessarily be the incentive that makes a student

do the survey but more so the incentive is the reason why they heard about the survey.”

Wilson: “Little things like table cards and bookmarks are great but while linking in the incentive.”

Qureshi: “I do not think that an incentive would skew the results because if a student had a positive or

negative experience that would be reflected in the survey regardless of what the incentive is.”

Cormier: “With the survey, I think it is a point to be conscious of the preamble for the survey. If I get an

email about a survey with a long preamble, I will not do it.”

Fazio: “I think having a professor provide announcements for each class is very impactful.”

Meagher: “I think the incentive is great, but I think there a barrier because I do not think students know

why these surveys are important.”

MacKenzie: “I think it is important to steer clarification towards making it clear that the surveys are for a

professor’s growth less for complaints.”

Lazarev: “I was wondering if these questions will be available to professors before the survey so they

know what to instill in throughout the course?”

K. Wilson: “The standardized questions will be available to professors always. Professors will be the ones

to choose the professor customized questions so that they are able to choose what kind of feedback they want to improve their teaching.”

Palmer: “The smoking survey was the most successful survey in this academic year. MyUNB is the single

most powerful tool for distribution of information.”

K. Wilson: “The problem right now is that there is no marketing. What we need is a robust marketing

strategy to promote the meaning of this survey. Also, no one receives feedback until after grades

are posted.”

Zundel: “What is in place right now to guarantee student anonymity?”

K. Wilson: “It is instilled in our software.”

Balcom: “I think a revamp of the culture surrounding this survey is very well needed. The language

 surrounding this survey is important. Presenting this as a bigger change with a drive on

 importance could work. Clear and short messaged with communication on what happens.”

K. Wilson: “You are correct.”

* 1. **Simal Qureshi: NBSA Asks**

*VP Advocacy, Simal Qureshi, introduces the NBSA Asks by stating that this was a discussion between different stakeholders. The asks that were brought forward are providing mental health support, addressing campus sexual violence, sporting reconciliation, increase accessibility, and make changes to the tuition relief program and the timely completion benefit.*

*They have called on the government of New Brunswick to make strategic investments to overall improve the mental health wellbeing of all students in New Brunswick (and $25,000 for marketing strategies to promote the new mental health technologies),to adopt a legislation for publicly funded post-secondary institutions to have stand-alone stimulated criterion for sexual violence, to provide long-term funding or direct funding for specific trauma services for sexual violence or provide a fund for these services, develop a $2 million targeted towards reconciliation programming, mandate public post-secondary institutions to enact accessibility action plan to address accessibility barriers on campuses, establish a $2 million fund titled Access to Inclusion to bring accessibility projects to campuses, remove credit checks for the free tuition and tuition relief programs and expand the free tuition and tuition relief programs including law school, provide government photo identification for international students.*

* 1. **Emily Meagher: Approval of Final Budget**

*VP Finance and Operations, Emily Meagher, asks council to refer to the final budget document.*

Cormier: “What is the reserve fund and the reason for its decrease?”

Meagher: “It is meant to be a catchall in case of any financial circumstance, in the bylaws, it states that

there must $1 per student so I reduced it to accurately reflect.”

Cormier: “Why did the RED Awards expense increase?”

Du: “Last year the expenses that were reflected were calculated by revues minus expenses whereas

this year we included the sponsorship revenue in the sponsorship revenue line so that number reflected there are the total expenses.”

Mover: Meagher

Seconder: Balcom

*Vote passes unanimously.*

* 1. **Emily Meagher: Extension of Approval of 2019/20 Preliminary Budget**

*VP Finance and Operations, Emily Meagher, extends this into the next meeting because the incoming executive should revise it.*

Mover: Meagher

Seconder: Du

*Vote passes unanimously.*

* 1. **Richard Du: Council Discussion of Clubs and Societies Ratification**

*President Richard Du opens up the discussion of the clubs and societies ratification by bringing up the idea that the process be revised with amendments made of best practices.*

Mover: Du

Seconder: McMillan

*Vote passes unanimously.*

* 1. **Emily Meagher: Undergraduate Accounting Society**

*VP Finance and Operations, Emily Meagher, introduces the Undergraduate Accounting Society by stating that the constitution is well-written.*

Mover: Meagher

Seconder: Qureshi

*Vote passes unanimously.*

* 1. **Emily Meagher: UNB Developer Society**

*VP Finance and Operations, Emily Meagher, introduces the UNB Developer Society by stating that as of current they do not have a logo, they are looking to increase the marketable skills of Computer Science students.*

Zundel: “Should it be two classes of membership?”

Meagher: “Yes.”

Mover: Meagher

Seconder: Lazarev

*Vote passes unanimously.*

* 1. **Richard Du: Approval of the Updated Financial Policy**

*President Richard Du explains to the council the updates to the Financial Policy. The updates are to clean up the policy in general.*

Mover: Du

Seconder: Zundel

*Vote passes unanimously.*

* 1. **Richard Du: Approval of the Updated Policy Defining Governing Documents**

*President Richard Du introduces that the Policy Defining Governing Documents have been updated.*

Mover: Du

Seconder: Zundel

*Vote passes unanimously.*

* 1. **Richard Du: Approval of Updated Committee Policy**

*President Richard Du claims that the updates to the Committee Policy are as follows: instead of Finance Committee, it is now Finance and Clubs and Societies Committee.*

Mover: Du

Seconder: Fernandez

*Vote passes unanimously.*

1. **Reports to Council**
	1. **Vice President – Communications**
* Liaising back and forth with UNB marketing to launch a hashtag called #weareunb
* The green event form is a way to put a stamp on-campus events who have reduced costs or wastes, etc.
	1. **Vice President – Student Life**
* Went to the Joint Health and Safety Committee for discussion of the Smoking policy.
* Paperless SafeRide will be underway soon!
* On the SafeRide website, you can now see the time of arrival of each van.
* The Red N’ Black Revue is coming up this Friday!
	+ In need of volunteers for the evening!
	+ Please share this with your constituents.
	1. **Vice President – Finance & Operations**
* The sustainability fund did pass through the referenda.
	+ Met with incoming executives to ensure this is used well.
* The Alcohol Policy is coming along.
	+ There will be survey distributed to students for consultation.
* SERC and student meeting to discuss the process.
* The BMO on campus is shutting down in the next week.
* Since switching the Residence Life Grant into the Clubs and Societies Grant there have been an increased number of applications coming from residences.
* The Domino’s pizza deal is going great for the clubs and societies.
* I have 2000 granola bars in my office, please come take one and take a picture with them and send it back to me. We get $500 from Kellogg for doing so.
	1. **Vice President – Internal**
* Very pleased with the success of the Breaking Stereotypes campaign!
* She and Richard brought up the Repeating Courses Policy and the Extended Drop Date Policy to the Registrar’s Advisory Group.
* The Student Success Committee has been active.
* The timing of the winter reading week report is to come. The report does not support continuous advocacy to change the timing.
* Spoke with Craig, Louis, Grace, and Brandan about potential councillor projects.
* The extended library hours officially start tomorrow.
* More to come on SURA’s
	1. **Vice President – Advocacy**
* Breaking Stereotypes campaign went amazing.
* Advocacy Team discussed how they could expand territorial acknowledgements, pink shirt day and how bullying is still present as well as how they can aim to increase diversity.
* Attended the Student Success Roundtable.
* Attended NBSA annual general meeting.
* Met with CASA to discuss the Get Out the Vote campaign for next year.
* Discussed De-Stress Fest with Ben.
	1. **President**
* Going to a conference with Simal this weekend.
* Please come to Red N’ Black Revue!
* RED Awards is next week!!!
* Had a meeting to discuss the future of TownHouse.
1. **Announcements**

Palmer: “Emily McMillan is also performing at Red N’ Black Revue.”

Fernandez: “My councillor project is a lunch and learn with White Ribbon Fredericton. It is taking place

March 27th from 12 pm to 1 pm in the SUB Atrium.”

Balcom: “There is an extra meeting added on March 24th. Councillor of the month is Emily McMillan!”

Meagher: “For De-Stress Fest one thing to distribute the load to the rest of our community and help get

more students involved is we have taken some of our money from the Campus Services Grant line and communicated with our clubs and societies and told them that they are allowed to apply for an event and that they would receive a $250 for their event and $100 towards their club or society.”

Qureshi: “There will be a vigil for the New Zealand shooting, it is being organized as we speak.”

1. **Question Period**
2. **Other business**
3. **Adjournment**

Mover: Lazarev

Seconder: Palmer

*Meeting adjourned at 9:12 pm.*