



PRESENT	ABSENT
<p>Oliver Jacob, Chairperson Jonah van Driesum, Deputy Chairperson</p> <p>Grace Hamilton-Burge, President Samantha Nixon, VP Academic & External Liam Schreiter, VP Finance & Operations Emily Murray, VP Student Life Malcolm Anderson, VP Events & Promotions</p> <p>Mackenzie Jarvin, Councillor Alyssa Hall, Councillor Samantha Stegen, Councillor</p> <p>Katie Winters, Arts Senator Anderson Fuller, Science Senator Jeremy Locke, Graduates Studies Senator Regan Haley, Professional Studies Senator</p> <p>George Philp, Sustainability Officer Christopher Saulnier, Community Relations Officer Dena Williams, Equity Officer Dahlia Chahine, First Year Officer</p> <p>Colin Mitchell, Student Board of Governors Rep</p> <p>Ally Smith, Internal Organization Rep</p>	<p>Emily Elliott, Councillor</p> <p>Jackson Dunn, Theology Senator</p> <p>Anna Kieffe, Faculty Representative Vacant, Administration Representative Vacant, Board of Governors Rep</p>

ALSO PRESENT
<p>Harrison Paul, Chief Returning Officer Ellie Valle, Constituent Ronald St. Croix, Constituent</p>

1. Call to Order

The Chairperson called the Regular Meeting of Council to order at 5:05 PM and welcomed those present. The Chairperson opened the meeting with the following declaration, "I would like to begin by acknowledging that we are in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People."

The Chairperson introduced Anderson Fuller, Science Senator and congratulated him on his election victory in the 2017 Fall By-Election.

2. Roll Call

The Chairperson called the roll, with all SRC Members being present, except Jackson Dunn (Theology Senator), Emily Elliot (Councillor) and Anna Kiefe (Faculty Representative).

3. Approval of Agenda (Additions/Deletions)

Resolution No. 155-17

Moved by: Alyssa Hall, Councillor

Seconded by: Liam Schreiter, VP Finance and Operations

Be It Resolved That the Agenda for the Regular Meeting of the Students' Representative Council dated Tuesday, October 3rd, 2017 be adopted.

Resolution CARRIED

4. Declarations of Conflict of Interest(s)

Oliver Jacob, Chairperson, declared the following interest:

"I, Oliver Jacob, Chairperson, have a conflict of interest concerning Item 16 (b) on the agenda entitled "Appointment of Academic Affairs Associate Director" as I have submitted an application for the same position."

5. Question Period

Ellie Valle, Constituent, asked if Council would consider reviewing the House Council election process and the constitutional provisions relating to the same.

In response, Council passed the following motion.

Resolution No. 156-17

Moved by: George Philp, Sustainability Officer

Seconded by: Grace Hamilton-Burge, President

That Council direct the Student Life Committee to look into a policy to cover House Council elections.

Resolution CARRIED

Ronald St. Croix, Constituent, shared that the Acadia Finance Society (AFS) has been revamped for this school year and has been offering many interesting and engaging activities for Finance majors and non-Finance majors alike. He encouraged students to participate in the AFS's activities and events throughout the academic year.

**Samantha Nixon, VP Academic and External
Took Her Seat at the Table at 5:16 PM**

Ellie Valle, Constituent, asked if Council could consult with the Senior Residence Assistants (SRAs) on Operating Procedure No. 4 (Universal House Council Constitution).

Emily Murray, VP Student Life, responded that the Student Life Committee and Governance Committee would be happy to meet with SRAs to discuss shared opportunities to make House Councils even better in the future and shared that she will be meeting with SRAs, pending the selection of a suitable meeting date.

Mackenzie Jarvin, Councillor, asked about how office hours would function when it comes to the Fall Study Day on Friday and Thanksgiving Day on Monday.

Oliver Jacob, Chairperson, responded that as buildings are indeed closed on these dates, it would not be practical to hold regular office hours. As a result, office hours originally scheduled for Friday and Monday will be cancelled, without a requirement to make up for lost hours.

Dahlia Chahine, First Year Officer, asked when her office hours would begin.

Oliver Jacob, Chairperson, responded that the office hours for new Members of Council would begin following the Thanksgiving Break.

6. Approval of the Minutes

Resolution No. 157-17

Moved by: Liam Schreiter, VP Finance and Operations

Seconded by: George Philp, Sustainability Officer

That the Minutes of the Regular Meeting of the Students' Representative Council listed under Item 6(a) on the Agenda, be adopted (Tuesday, September 26th, 2017).

Resolution CARRIED

7. Presentations/Delegations

None

8. Matters Tabled/Deferred/Unfinished Business

a. 2017/2018 Committee Appointments

Resolution No. 158-17

Moved by: Grace Hamilton-Burge, President

Seconded by: Christopher Saulnier, Community Relations Officer

That Council hereby appoint the following members to the Student Funding Committee for the 2017/2018 term of Council, starting on May 1st, 2017 and ending on April 31st, 2018.

Anderson Fuller, Science Senator (non-executive)

Resolution CARRIED

b. Council Code of Conduct (Oliver Jacob, Chairperson)

Oliver Jacob, Chairperson, provided an overview of the draft Council Code of Conduct, attached as Appendix A and forming a part of these minutes, and responded to questions.

Resolution No. 159-17

Moved by: Emily Murray, VP Student Life

Seconded by: Dahlia Chahine, First Year Officer

That Council accept Presentation No. 2017-08-01-01 (Council Code of Conduct) as information and that it be filed accordingly.

Motion CARRIED

**Regan Haley, Professional Studies Senator,
Took her Seat at the Table at 5:24pm**

9. Reports to Council

None

10. Committee Reports and Minutes

None

11. Notice of Motions

None

12. Correspondence and Petitions

a. Information Package No. I-17-OCT-02

Resolution No. 160-17

Moved by: Grace Hamilton-Burge, President

Seconded by: Alyssa Hall, Councillor

That Council direct the Chairperson to proceed with the ordering of ¼ zip sweaters with the new ASU logo.

Resolution CARRIED

Resolution No. 161-17

Moved by: Grace Hamilton-Burge, President

Seconded by: Liam Schreiter, VP Finance and Operations

That Council accept Information Package No. I-17-OCT-02 as information and that it be filed accordingly.

Resolution CARRIED

13. New Business

a. Formal Election Exit Report (Harrison Paul, Chief Returning Officer)

Harrison Paul, Chief Returning Officer, provided an overview of his formal election exit report, attached as Appendix B and forming a part of these minutes, and responded to questions.

Resolution No. 162-17

Moved by: Alyssa Hall, Councillor

Seconded by: Colin Mitchell, Student Board of Governors Representative

That Council accept the Formal Election Exit Report as information and that it be filed accordingly.

Resolution CARRIED

**Katie Winters, Arts Senator,
Took her Seat at the Table at 5:52pm**

b. Appointment to the Chancellor Search Committee (Grace Hamilton-Burge, President)

Grace Hamilton-Burge, President, provided an overview of the Chancellor Search Committee and responded to questions.

Resolution No. 163-17

Moved by: Alyssa Hall, Councillor

Seconded by: Colin Mitchell, Student Board of Governors Representative

That Council recommend Grace Hamilton-Burge, President, for appointment as the student representative on the Chancellor Search Committee.

Resolution CARRIED

c. Capital Campaign Update (Grace Hamilton-Burge, President)

Grace Hamilton-Burge, President, provided an overview of the Capital Campaign and shared that further information will be circulated to Council in the near future.

d. SRC Council Room Updates (Colin Mitchell, Student Board of Governors Representative)

Colin Mitchell, Student Board of Governors Representative, provided an overview of his desire to look into revitalizing the SRC Council Room and welcomed feedback.

The following suggestions were made by Members of Council:

- The incorporation of plants and other natural elements would make the space seem more inviting.
- The room should be kept in a relatively tidy state at all times and diligent work should be done to maintain the cleanliness of the space.
- Information and pamphlets would be useful for Members of Council to provide to constituents during office hours.
- Although likely a capital request, matching furniture would bring a certain degree of professionalism to the space.
- A permanent sign for out of office hours would be beneficial and could take the form of a pull-up banner.
- A quote to live by display using quotes selected by Council would be an inspirational and uplifting addition to the space.
- Student arts and illustrations would be extremely beneficial in increasing engagement and positive feelings while working in the space.

**Ally Smith, Internal Organization Representative
Left the Table at 6:00pm**

e. Food Security Update (Grace Hamilton-Burge, President)

Grace Hamilton-Burge, President, provided an overview of the Food Security plan, which is currently in the planning stages, and responded to questions and feedback.

f. **Announcements**

Oliver Jacob, Chairperson, requested that Council decide whether to move or cancel the Regular Meeting of Council scheduled for Thursday, October 12th, 2017.

Resolution No. 164-17

Moved By: Emily Murray, VP Student Life

Seconded By: Dahlia Chahine, First Year Officer

That Council amend the Fall Semester Council Meeting Schedule to cancel the Thursday, October 12th, 2017 Regular Meeting of Council and move it to Monday, October 10th, 2017 at 6:00pm.

Resolution CARRIED

Harrison Paul, Chief Returning Officer, shared that the Circle of Hope Mawio'mi will be happening tomorrow (Wednesday, October 4th, 2017) here on Acadia's campus. It will include numerous activities celebrating Indigenous culture and teachings and provide opportunities for Indigenous and non-Indigenous students and community members to learn together about Indigenous history. On Thursday, ten (10) male campus and community leaders will participate in the Moose Hide Campaign, an annual fast to stand up against violence towards women and children.

Emily Murray, VP Student Life, invited Council to provide feedback and suggestions on efficient distribution of yearbooks to the student body to her by email or in person.

Emily Murray, VP Student Life, shared that she would like Council to choose one (1) student leader to recognize each week and one (1) student organization to recognize each month.

Resolution No. 165-17

Moved by: Grace Hamilton-Burge, President

Seconded By: Liam Schreiter, VP Finance and Operations

That Council direct the Student Life Committee to bring a report to council on the creation of an Axe Person of the Week and Student Organization of the Month.

Resolution CARRIED

Samantha Nixon, VP Academic and External, thanked Oliver Jacob, Chairperson, for organizing the SRC Retreat, which transpired this past weekend at the Ross Creek Centre for the Arts on Friday evening and Saturday morning/afternoon.

Jonah van Driesum, Deputy Chairperson, shared that the Acadia Model Parliament will be holding its first meeting on Wednesday, October 11th, 2017 at 6:00 PM in BAC 132 and invited Members of Council to attend and/or share details with their friends.

**Malcolm Anderson, VP Events and Promotions,
Left the Table at 6:29pm**

15. Resolutions

Resolution No. 110-17

Moved by: Colin Mitchell, Student Board of Governors Representative

Seconded by: Christopher Saulnier, Community Relations Officer

Whereas the Acadia Students' Union was founded on the central "values of integrity, excellence, and respect" (ASU Constitution, Article I, Item 2(b));

Whereas Council deems it expedient to adopt a Council Code of Conduct and to appoint an Integrity Commissioner to enhance Council's ability to govern the affairs and practices of the Acadia Students' Union in a manner that promotes integrity, excellence and respect;

Therefore Be It Resolved That the Students' Representative Council of the Acadia Students' Union hereby enact as follows:

1. **That** the Council Code of Conduct, attached as Schedule A of this resolution, is hereby adopted as an official policy document of the Acadia Students' Union.
2. **That** Schedule A attached hereto shall be read with and form part of this resolution.
3. **That** this resolution may be referred to as the "Council Code of Conduct."
4. **That** the Council Code of Conduct shall apply to the all Members of Council and SRC Officials, and shall apply equally to all Committee Members, and all Board Members of the Acadia Students' Union.
5. **That** Members of Council, SRC Officials, Committee Members, and Board Members of the Acadia Students' Union shall acknowledge their receipt and understanding of the Council Code of Conduct and all its contents, by signing and dating the Acknowledgement of Understanding and Compliance form.
6. **That** any amendments to the Council Code of Conduct shall be authorized by resolution and be acknowledged by all Members of Council, SRC Officials, Committee Members, and Board Members of the Acadia Students' Union, by resigning and dating the Acknowledgement of Understanding and Compliance Form.
7. **That** this Council Code of Conduct shall apply to all future Members of Council, SRC Officials, Committee Members, and Board Members of the Acadia Students' Union.

8. **That** the Chairperson is hereby appointed as the Integrity Commissioner for the purpose of discharging the duties imposed by the Council Code of Conduct.
9. **That** a vote of two-thirds of all Members be required to amend or repeal this resolution.
10. **That** this resolution shall come into full force and effect upon its passing thereof.

Resolution AMENDED

Resolution No. 166-17

Moved by: Christopher Saulnier, Community Relations Officer

Seconded by: Colin Mitchell, Student Board of Governors Representative

That Schedule A to Resolution No. 110-17 be amended to reflect the following additions/deletions;

- Remove Section 11.4.8.7 in its entirety
- Amend Section 6.6.1 to replace “above” with “above”
- Amend Section 6.4 to replace “Section xxx” with “By-Law Two (2), Article Two (2), Item 1 (c)”
- Add a mandatory review by Review Board within one year of the Policy’s enactment
- Correct item numbering inconsistencies

Resolution CARRIED as amended

16. Closed Session

a. Review Board Update

Oliver Jacob, Chairperson, provided an overview of the Review Board report to the audience members and explained that a more detailed version will be provided while in Closed Session to ensure that the confidentiality is maintained throughout the process. He also reminded Council that anything shared in Closed Session must remain in Closed Session unless Council directs otherwise.

**Alyssa Hall, Councillor,
Left the Table at 6:39pm**

Resolution No. 167-17

Moved By: Alyssa Hall, Councillor

Seconded by: Dena Williams, Equity Officer

That Council move into Closed Session to discuss three (3) matters about identifiable individual(s) pursuant to Section 4.7 (b) of the Procedural Policy.

Resolution CARRIED

Resolution No. 168-17

Moved by: Emily Murray, VP Student Life

Seconded by: Colin Mitchell, Student Board of Governors Representative

That Council move into Open Session.

Resolution CARRIED

b. Appointment of Academic Affairs Associate Director

Resolution No. 169-17

Moved by: Samantha Nixon, VP Academic and External

Seconded by: George Philp, Sustainability Officer

That Council direct the Deputy Chairperson to fulfill Council's direction as expressed in Closed Session with regard to Item 16 (b) on the agenda.

Resolution CARRIED

c. Appointment of remaining Associate Directors and Committee Members

Resolution No. 170-17

Moved by: Colin Mitchell, Student Board of Governors Representative

Seconded by: Dena Williams, Equity Officer

That Council hereby appoint Ellie Valle as the Presidential Affairs Associate Director for the remainder of the 2017/2018 term of Council, ending on April 30th, 2018.

That Council hereby appoint Patria Symonette as the Financial Affairs Associate Director for the remainder of the 2017/2018 term of Council, ending on April 30th, 2018.

That Council hereby appoint Kyle Vandertoorn and Karmen Simonson as the Events and Promotions Associate Directors for the remainder of the 2017/2018 term of Council, ending on April 30th, 2018.

That Council hereby appoint Sebastian Farkas as the Student Life Associate Director for the remainder of the 2017/2018 term of Council, ending on April 30th, 2018.

That Council hereby appoint Harrison Paul and Ellie Valle to the Governance Committee for the remainder of the 2017/2018 term of Council, ending on April 30th, 2018.

That Council hereby appoint Harrison Paul and Breton Whalen to the Hiring Committee for the remainder of the 2017/2018 term of Council, ending on April 30th, 2018.

Resolution CARRIED

17. Confirmatory Resolution

Resolution No. 171-17

Moved by: Grace Hamilton-Burge, President

Seconded by: George Philp, Sustainability Officer

Whereas Subsection 4(b) of the A.S.U. Constitution, as amended, provides that the powers of the Acadia Students' Union are to be exercised by the Students' Representative Council; and

Whereas it is deemed expedient that the proceedings of the Students' Representative Council at this meeting be confirmed and adopted by resolution;

Therefore Be It Resolved That the Students' Representative Council of the Acadia Students' Union enacts as follows:

1. **That** the action of the Council at its meeting held on the 3rd day of October, 2017 at 5:00 PM in respect to the recommendation contained in any reports and in respect to each motion, resolution and other action passed and taken by the Council at its said meeting is hereby adopted and confirmed;
2. **That** the Chairperson and the proper officers of the Union are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required and to execute all documents as may be necessary in that behalf.

Resolution CARRIED

18. Adjournment

Resolution No. 172-17

Moved by: Colin Mitchell, Student Board of Governors Representative

Seconded by: George Philp, Sustainability Officer

That the Regular Meeting of Council dated Tuesday, October 3rd, 2017 be adjourned at 7:14 PM.

Resolution CARRIED



Background

- Review Board is expected to assess Members of Council to consider if they have completed their job description and represented the Union in a positive and responsible manner.
- Currently, there are unwritten guidelines and courtesies that have been passed from Council to Council regarding this policy.



Background

- Review Board also has the assess complaints made against Members of Council to see if the behaviour in question was appropriate in the situation.
 - Complaints can be made by other Members of Council, ASU members and/or ASU staff.



Background

- For example, if a Member of Council were to make derogatory comments about another Member of Council, it would be up to Review Board to investigate and discipline as needed.
 - Currently, Members of Council are not bound to any ethical guidelines. Review Board must determine acceptability based on their personal opinion, due to a lack of past precedent.



Purpose

- To establish clear guidelines and a basis for complaint resolution through Review Board.
- To increase the accountability of Members of Council to their constituents.
- Acadia's student government should be open, accessible, and accountable. The relationship of public trust and mutual respect that has evolved between the Union and the public requires the establishment of high standards of ethical conduct by all Members of Council.



What is a Council Code of Conduct?

- A written Code of Conduct helps to ensure that the Members of Council share a common basis of acceptable conduct. They are intended to enhance public confidence that our elected and appointed officials operate from a basis of integrity, excellence and respect.



Section One: Policy Statement

- A general statement that describes the intent of the Acadia Students' Union in passing this Council Code of Conduct.
 - “The Acadia Students' Union prides itself on the dedication and unique boldness of its members in bringing their ideas and concerns forward to make student life at Acadia University even better. A strong students' union is founded on these qualities and sustained through respectful and responsible dialogue both internally with staff and externally with the student body and stakeholders.”



Section Two: Purpose

- A statement that illustrates the core purposes of the Council Code of Conduct and that provides a preliminary overview of the expectations contained within.



Section Three: Scope

- This Policy extends to all Members of Council, its Boards and Committees.
 - Including student-at-large members, and non-voting representatives.



Section 4: Responsibility

- This Policy creates the position of Integrity Commissioner who will be responsible for the administration of the same.
- If a complaint was against the Integrity Commissioner, the President would assume their responsibility for the duration of the investigation.



Section 5: Definitions

- Provides information and guidance on how interpret the wording of specific provisions within the Policy.



Section 6: Procedure

- Outlines the expectations including working with staff, and meeting etiquette.



Section 7: Behaviour of Members

- Interpersonal Behaviour
 - Treat every person with dignity, understanding and respect
 - Do not Discriminate
 - Do not engage on Violence or Harassment of Any Kind



Section 8: Use of Union Property and Resources

- Union property and resources should not be used for any purposes other than those which are necessary for the discharge of official duties.



Section 9: Union Elections

- Establishes clear guidelines that delineate the bounds of Council's influence on the electoral process of the Acadia Students' Union.
 - Council expects the Chief Returning Officer to conduct the election in an impartial and thorough manner.
 - Council respects the arms-length role of the election staff and will work to ensure that By-Law Three (Union Elections) is followed.



Section 10: Confidentiality

- The Acadia Students' Union is committed to maintaining professional relations with the student body.
- Ensuring confidentiality will support this goal and will assure the student body that they can come to their student leaders with their concerns, without fear of reprisal or dissemination of their information.



Section 11: Breach of Policy / Code of Conduct

- Outlines the process that would occur if a complaint were to be lodged about a potential contravention of the Council Code of Conduct.
 - Integrity Commissioner would conduct an investigation and report to Council with a recommendation.
 - It is then at Council's discretion to impose a suitable penalty.



Section 12: Gifts, Hospitality & Other Benefits

- Members of Council are remunerated by honoraria as per the ASU Constitution.
- As a result, Members of Council should not solicit, accept, offer or agree to accept any gifts, commissions, hospitality, reward, advantage or benefits of any kind that is connected to the office that they hold.
 - Exclusions...



Acknowledgement Form

- Members of Council acknowledge that they have read and understand the standards that apply to them and agree to abide by these same standards during their term.
- Forms will be kept on file by the Office of the Chairperson during the two (2) years following the commencement of the current term of Council.



Questions?



Appendix B

Dear Students' Representative Council:

I am writing to you to give my formal exit report from the ASU Fall By-Election 2017.

The nomination period opened on Wednesday, September 6th, 2017 and they closed 11 days after that on Thursday, September 14th, 2017. An All-Candidates meeting was held on Friday, September 15th, 2017 that outlined all important information about events and regulations of the By-Election that the candidates needed to know. The positions open for the By-Election were Science Senator and First-Year Officer.

Upon closure of the nomination, there were originally Seven people who put their names forward. Four names were for the position of Science Senator and Three names were for the First-Year Officer. Three people withdrew their names from the positions for various of reasons, leaving two names for each of the positions in the election.

I worked well with the Editor-in-Chief of The Athenaeum, Sid Kondapuram, to have write-ups and headshots of candidates to be placed on the website of the school paper. Only two of the four candidates gave me write-ups to be placed on the website by the deadline set out by the Editor-in-Chief.

The All-Candidates Debate was held on Wednesday, September 20th, 2017, in the MacKeen Room of the Students' Union Building, that all the candidates did attend. The format used for each position was: Introductions of each person, Two questions asked that were taken in turns, One open-ended question that was debated amongst the candidates, Audience questions, and Closing statements. Looking at past All-Candidates Debates, I did limit the amount of audience questions that would be asked, as I did not want to have the debate go on for a long time. A live stream of the debate was done in the event that was created, this was for those who could not attend the event or who wanted to re-watch the live stream. The live stream was then shared on Facebook.

The Voting Period for the By-Election took place starting at 8:30 AM on Monday, September 25th, 2017 and closed at 4:00 PM Tuesday, September 26th, 2017. Polling Stations were located at Huggins Science Hall, Patterson Hall, Beveridge Arts Center, Students' Union Building (Main Level) and Wheelock Dining Hall. Signs were placed on the tables to show that this is the areas where you can vote. I worked with someone from Technology Services, Richard West, to develop the ballot that would be used for the voting period. The candidates were listed in alphabetical order with the First-Year Officer placed first on the ballot. There were 1149 Students who were eligible to vote for First-Year Officer, and there were 1423 Students who were eligible to vote for Science Senator. The turn-out for the voting was not close to being high as we have seen in years past. The turnout for First-Year Officer and Science Senator was below the 20% mark.

There were seven complaints in total that were dealt with during the election. All the complaints were dealt with in a period of 26 hours. The candidates were able to talk with me if they had any questions about the complaint and the process of appealing a decision if they wanted to do that.

There were emails sent out to all students via AllStudentsinfo@acadiu.ca with all info about the election when they came around. There were some issues about the emails going out that are resolved in the end. Outside of the All-Students Emails that went out, I created the Acadia Students' Union Chief Returning Officer Facebook, Twitter and Instagram account. I did this as a way to try and connect with students outside of the emails. The poster that was created by myself were placed on the platforms with information about the events. The live stream was shared on Facebook from the event that was created through the Facebook page, which was watched 468 times.

After talking with the Vice-President Finance & Operations, Liam Schreiter, I was given my By-Election Budget of \$400 to be used for items towards the election. I used \$201 of the \$400, that was used for purchases of the CRO created Posters and Food for the All-Candidates Debate.

From my personal communications standpoint, when a candidate sent me an email or Facebook message I would respond to them within 20 mins. My office hours were made public to every student if they had questions. With the members of the Students' Representative Council, I would respond to texts within minutes and phone calls immediately.

In terms of what needs to be work on. There were a lot of things that was said in my Formal Report from August that were not done. I need to work on the incentives for polling stations to get people to vote, how to moderate portions of the debate better, mainly the open-ended questions portion, and promotion of the CRO social media so all students are kept in the loop outside the emails.

I want to thank every for the help that they gave during the By-Election in any way. It was a huge help for myself.

Sincerely,



Harrison Paul
Chief Returning Officer
128691p@acadiu.ca

c. Deputy Chief Returning Officer